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BULLETIN



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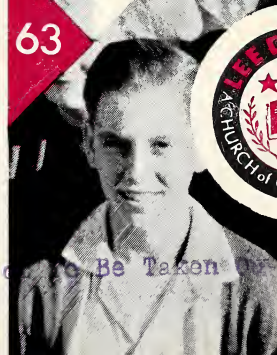
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It is the purpose of the following pages to present concisely essential information concerning LEE COLLEGE. This issue contains the register of the forty-second and forty-third years and the announcements for the forty-fourth year.


This bulletin contains general information about Lee College and detailed information about each division.

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CHURCH OF GOD COLLECTION

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LEE COLLEGE

BULLETIN

1962

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Lee College Bulletin

ANNUAL CATALOGUE
ISSUE

JANUARY, 1962

Vol. XLIII

No. 1

Announcements for the Forty-fourth Year
1962-1963

The College reserves the right to make
necessary changes without further notice.

Lee College

Cleveland, Tennessee

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CALENDAR FOR 1962

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SCHOOL CALENDAR FOR 1962-'63

September 3, 1962	Orientation and Registration of freshmen and entering students*
September 4, 1962	Registration*
September 5, 1962	Registration*
September 5, 1962	Student-faculty reception
September 6, 1962	Classes begin
September 7, 1962	Formal opening
September 19, 1962	Testing program
September 24, 1962	Last day on which a student be allowed to register for second semester
September 28, 1962	Fall picnic
October 1, 1962	Last day on which a student may enter a course for credit or drop a course without receiving a failing grade.
October 14-21, 1962	Fall Convocation
October 24, 1962	Long week end begins at 4:00 p.m.
October 30, 1962	Classes resume
December 14, 1962	Christmas holidays begin after final classes
January 2, 1963	Classes begin
January 16-19, 1963	Final exams
January 21, 1963	Registration for second semester
January 22, 1963	Classes begin
February 11, 1963	Last day on which a student will be allowed to register for second semester
February 18, 1963	Last day on which a student may enter a course for credit or drop a course without receiving a failing grade.
February 26, 27, 1963	Bible College comprehensives
March 3-10, 1963	Convocation
April 5, 1963	Easter holidays begin at noon
April 16, 1963	Classes resume
May 10, 1963	Spring picnic
May 18, 1963	Senior banquet
May 25-29, 1963	Final exams, second semester
May 26, 1963	Baccalaureate service
May 31, 1963	Commencement exercises

*Freshmen and entering students who do not register on these dates will be charged the late registration fee of \$10.00.

BOARD OF DIRECTORS

LEWIS J. WILLIS, Chairman—1080 Montgomery Avenue,
Cleveland, Tennessee

D. C. BOATWRIGHT—2400 Stewart Street, Chattanooga,
Tennessee

JAMES L. SLAY—Box 997, Salem, Virginia

A. V. HOWELL—851 29th Street, Orlando, Florida

LEE WATSON—1085 Westshire, Atlanta 13, Georgia

J. P. JOHNSON—403 Tuckahoe Drive, Blair Estates, Madison,
Tennessee

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STANLEY BUTLER, B.S., M.A., Ed.S. Registrar
B.S., Jacksonville State Teachers College; M.A., George
Peabody College for Teachers; Ed.S., George Peabody Col-
lege for Teachers

MARVIN GOLDEN Business Manager
Lee College

DEANS

SCHOOL OF RELIGION . . . R. H. Gause, Jr., A.B., B.D.
A.B., Presbyterian College, Emmanuel College; B.D., Co-
lumbia Theological Seminary

JUNIOR COLLEGE John Herbert Walker, Jr.,
A.B., M.A., B.D.
A.B., Vanderbilt University, Lee College, Wheaton College;
M.A., George Peabody College for Teachers; B.D., Vander-
bilt University; Additional graduate work, George Pea-
body College for Teachers

HIGH SCHOOL PRINCIPAL Stanley Butler,
B.S., M.A., Ed.S.
B.S., Jacksonville State Teachers College; M.A., George
Peabody College for Teachers; Ed.S., George Peabody Col-
lege for Teachers

LIBRARIAN

LE MOYNE SWIGER, B.A., M.A. (L.S.)
B.A., University of Chattanooga, Lee College, University
of Tennessee; M.A., George Peabody College for Teachers

FACULTY

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B.M., University of Chattanooga; M.A., Florida State Uni-
versity; Ph.D., Florida State University

J. MARTIN BALDREE, Jr., A.B., M.R.E., Religion
A.B., Asbury College, Lee College, Lincoln Memorial University; M.R.E., Southwestern Baptist Theological Seminary

CHARLES R. BEACH, B.S., M.A., Spanish, French
B.S., University of Tennessee, Lee College; M.A., University of Tennessee; Additional graduate work, University of Paris

LOIS UNDERWOOD BEACH, B.S., M.S., Home Economics, Science, Art
B.S., University of Tennessee, Flat River Junior College, Campbell College; M.S., University of Tennessee, Iowa State College; Additional graduate work, University of Paris, East Tennessee State, University of Georgia, Texas Women's University

JAMES W. BILBO, B.A., M.A., Social Studies
B.A., Lee College; M.A., George Peabody College for Teachers

HUBERT P. BLACK, B.S., M.Ed., Social Studies, Physical Education
B.S., Jacksonville State Teachers College, Lee College; M.Ed., University of Chattanooga

DONALD BOWDLE, B.A., M.A., Ph.D., Religion
B.A., Lee College; M.A., Bob Jones University; Ph.D., Bob Jones University

STANLEY BUTLER, B.S., M.A., Ed.S., Science, Social Studies
B.S., Jacksonville State Teachers College; M.A., George Peabody College for Teachers; Ed.S., George Peabody College for Teachers

CLIFFORD C. DENNISON, A.B., M.A., Science and Mathematics
A.B., Marshall College, Glenville State Teachers College, Lee College; Graduate work, University of North Carolina, Marshall College, University of Tennessee; M.A., Marshall College

NINA EDGE DRIGGERS, A.B., M.A., English
A.B., Asbury College; M.A., George Peabody College for Teachers, University of Tennessee

A. HONETTE ECHOLS, B.A., Social Studies
B.A., Lee College, Jacksonville State Teachers College, Tennessee Wesleyan College

R. H. GAUSE, Jr., A.B., B.D., Religion
A.B., Presbyterian College, Emmanuel College; B.D., Columbia Theological Seminary

PEGGY HUMPHREY, B.S., English, Education
B.S., Bob Jones University; Additional graduate work, Michigan State University

LAVERA HUMPHRIES, Piano

Student of Brooke Rivard, (Detroit, Michigan); Miss Mildred Simms, (Detroit Bible Institute); Louise Handley, (Detroit Conservatory); and Mrs. Robert Schwartz, (Chattanooga, Tennessee).

RUBY HURST, B.A., Piano

B.A., University of Chattanooga, Lee College; Graduate work, University of Chattanooga, Illinois Wesleyan University, Bloomington, Illinois

ROOSEVELT MILLER, B.M., Music

B.M., University of Chattanooga, Furman University, Lee College, Presbyterian College, Holmes Bible College, Southern Theological Seminary

TERRELL MCBRAYER, B.S., M.A., Business Education

B.S., University of Georgia, Georgia State College of Business Administration, Lee College, West Georgia College; Graduate work, University of Tennessee

BEATRICE HAMILTON ODOM, B.A., M.A., Christian Education

B.A., Bob Jones University; M.A., George Peabody College for Teachers

ELMER FRANKLIN ODOM, B.A., M.A., Religion

B.A., Bob Jones University, University of Florida; M.A., George Peabody College for Teachers; Additional graduate work, University of Tennessee

DURAN PALMERTREE, B.A., B.D., Science, Religion

B.A., University of Mississippi; B.D., Duke University

GEORGIA STROUD, B.M., Organ

B.M., University of Chicago; Additional graduate work, Columbia University, University of Chattanooga; Student of Mr. Ernest White (Columbia University), Edward Linzel (Columbia University); and Earl Miller (University of Chattanooga)

AVIS SWIGER, LL.D., Missions, Religion

LL.D., Lee College; Salem College

HELEN IRENE SYMES, B.S., Education, Accordion, English

B.S., University of Chattanooga, Lee College, Tennessee Polytechnic Institute

JOHN HERBERT WALKER, Jr., B.A., M.A., B.D., Social Studies

B.A., Vanderbilt University, Lee College, Wheaton College; M.A., George Peabody College for Teachers; B.D., Vanderbilt University; Additional Graduate work, George Peabody College for Teachers

LUCILLE WALKER, B.A., M.A., Social Work, Social Studies

B.A., Scarritt College, Lee College, University of Mexico; M.A., George Peabody College for Teachers

ON LEAVE OF ABSENCE

DONALD B. GIBSON, B.S., B.A., M.A., Mathematics, Religion B.S., Limestone College; B.A., Lee College; M.A., Drake University. He is presently enrolled at the University of South Carolina Medical School, Charleston, South Carolina.

ROBERT E. STEVENS, A.B., B.D., Religion, Psychology A.B., Mercer University, Lee College; B.D., Emory University; Additional graduate work, Naganuma Gakuen, Yokohama, Japan

DEAN OF WOMEN

AVIS SWIGER, LL.D., Missions, Religion
LL.D., Lee College; Salem College

DEAN OF MEN

STANLEY BUTLER, B.S., M.A., Ed.S., Science, Social Studies B.S., Jacksonville State Teachers College; M.A., George Peabody College for Teachers; Ed.S., George Peabody College for Teachers

STAFF

A. C. Benker	Policeman
Ulna Black	Bookkeeper
Mary Blalock	Secretary to Registrar
E. L. Boehmer	Maintenance
Sybil Butler	Secretary to Business Manager
W. P. Cornwell	Supervisor of Men's Residence
Evaline Echols	Secretary to President
Lovena Faulkner	Dormitory
Nora Goins	Dormitory
Grace Golden	Postmistress, Bookstore and Laundry
Wanda Gore	Secretary to Registrar
Charles Graham	Supervisor of Maintenance
Lorena Hathcock	Supervisor of Women's Residence
Grady Hurst	Cook
Cleone McLain	Library
Polly Miller	Bookkeeper
Nell Muncy	Snack Shop
Effie J. Parker	Nurse
Arthur G. Pressley	Maintenance
Mary Rathke	Cafeteria
Beatrice Rutledge	Cafeteria
Della Scoggins	Cafeteria
Mary Lou Wiles	Supervisor of Women's Residence
G. J. Wilson	Cafeteria

General Information

LOCATION AND TRANSPORTATION

Lee College is located in Cleveland, Tennessee, the county seat of Bradley County, with approximately twenty-five thousand inhabitants, and has a distinctly southern tenor. It is located thirty miles northeast of Chattanooga on the Lee Highway, which is Highway 11. On this highway, which traverses Ocoee Street, and in one of the most beautiful residential sections of the city, lies the college campus.

The Greyhound, Tennessee Coach, Trailway Bus Lines and the Southern Railway have stations in Cleveland. As these maintain passenger as well as baggage service, trunks and baggage should be checked through to Cleveland.

AIM AND PURPOSE

It is the aim of Lee College to combine the forces of education and religion in promoting the Church and the kingdom of God in the earth. The institution's purpose is to develop the highest in Christian character and to cultivate a love for the richer, finer things of life. It seeks to develop in its students a knowledge of and love for the Bible, literature, and the arts and sciences, that this knowledge may be used for the progress of man and the promotion of God's kingdom.

Lee College believes in putting first things first. It was originally founded as a Bible school for the express purpose of promoting spiritual ideals and for the training of ministers and Christian workers. It believes that the world is ill from the effects of sin and that a means of recovery is to be found only through the preaching of the gospel of the Lord Jesus Christ and through a personal Christian work. This task is to be accomplished through God-called, consecrated men and women. It believes that these ministers and Christian workers should be thoroughly trained and educated for this great work of dealing with the souls of men, and to this aim the institution is dedicated.

It is the aim of Lee College to help young men and women to prepare for their chosen vocations in life. It aims to prepare its students for social and personal adequacy and a sense of economic self-sufficiency and to give them intellectual and spiritual insight into the problems of human relations. It believes that men and women who are trained for their vocations or professions make greater contributions to both Christianity and society. To this aim Lee College is dedicated.

HISTORICAL SKETCH

The Church of God, convinced that the great need in this period of spiritual crisis is adequately trained men and women who are filled with the Spirit, motivated by divine love, ready for sacrificial service, imbued by faith and vision, and in recognition of an increasing need for a strong program of Christian education, established Lee College on January 1, 1918. Lee College is co-educational and is composed of five distinct divisions: Religious Education, Academy, Junior College, Bible College, and School of Music.

Beginning in the council chamber of the Church of God Publishing House, Cleveland, Tennessee, Lee College opened with six students. Mrs. Nora B. Chambers was the teacher. The vast difference in this small beginning and the institution described in this catalog can only be understood by those who have heard the story of the faithful efforts of its founders and early leaders. Among the pioneers were Rev. J. B. Ellis and Rev. F. J. Lee.

The early beginnings with a few students, no buildings, no finances scarcely indicated the phenomenal progress that became characteristic in the development of Lee College. By the beginning of the fifth term, one room was no longer sufficient to house the school. A vacant church building on Twenty-fourth and Peoples Streets was converted into classrooms and dormitory. Rev. T. S. Payne was selected superintendent in 1924. During his six years of leadership, the school again outgrew its facilities and was moved to the Church of God Auditorium. In 1930, Rev. J. H. Walker was elect-

ed superintendent. His administration marked the beginning of the academy and the school of business. When Rev. J. H. Walker became general overseer of the Church of God in 1935, Rev. Zeno C. Tharp succeeded him as superintendent.

Under Rev. Tharp's leadership, the progress of the school was most phenomenal. Murphy Collegiate Institute in Sevierville, Tennessee, was purchased in 1938 to accommodate the growing school. The Junior College division was added in 1941, and by the end of the term, a new classroom building was an absolute necessity. By the time the building was ready for use, it was evident that the problem of housing students was becoming serious. When over four hundred fifty students applied for admission at the beginning of the 1943 term, the situation became acute. To meet the immediate need, a large residence on Prince Street was purchased, the third floor of Central Hotel was rented, and plans were drafted for a new dormitory for women.

In 1944, Rev. J. H. Walker again assumed the responsibilities of president. Upon the resignation of Rev. Walker, Rev. E. L. Simmons was appointed president. Under his supervision, the modern three-story girls' dormitory was completed, and a trailer camp was added.

In 1946, the Bob Jones College plant in Cleveland, Tennessee, was purchased for the sum of \$1,500,000. The 1947-48 term of Lee College opened at its new location September 1, 1960.

Rev. J. S. Brinsfield assumed the duties of the president September 1, 1948. The most outstanding feature of the 1949-50 school year was the February revival, one of the greatest in the history of the school.

Rev. E. M. Tapley assumed the responsibility of acting president of the school on January 24, 1951, and served in this capacity until April 16, 1951, when Rev. J. C. Jernigan was appointed president.

Rev. R. Leonard Carroll began his tenure of office as president with the 1952-53 term. Many improvements in organization, operation, and planning were initiated to enlarge Lee's scope of service. A four-year Bible College was organized in the 1953-54 term.

The Correspondence Department was reorganized. A four-year Liberal Arts college was begun in the 1956-57 term.

Rev. Rufus L. Platt was appointed president in 1957. At the beginning of the 1957-58 term the four-year School of Music was instituted.

At the beginning of the 1959-60 term of school the high school program was reduced to a three year curricula, including grades 10 through 12.

The junior and senior years were also dropped from the Liberal Arts college program at that time.

Reverend Ray H. Hughes was appointed president September 1, 1960.

Lee College moves forward, confident that under Christ great things can be done!

GROUNDS AND BUILDINGS

The campus is located in one of the most beautiful residential sections of Cleveland. Most of the buildings face Ocoee or Church Streets and lie between Eleventh and Fifteenth Streets.

Lee Memorial Library, completed in 1941, is the most modern building on the campus. The second floor houses the library and reading room; the first floor contains the business and executive offices, and the daylight basement contains the visual-aids room, offices, and photographic studio.

The **Alumni Building** is a modern, four-story brick building completed in 1945. It contains classrooms and faculty offices. The remaining classrooms are in the Music Building and on the ground floors of Nora Chambers Hall, Simmons Hall, and Tharp Hall.

The **Music Building** is a two-story building containing classrooms and music-practice studios.

The **Auditorium** seats approximately 850 and contains a Hammond concert organ, a grand piano, and broadcasting studios.

Old Main is the oldest building on the campus. It is a four-story brick housing unit for students. It also contains a small auditorium, a beautifully furnished parlor, and the Snack Shop.

Simmons Hall is a three-story brick dormitory for girls.

Tharp Hall contains apartments for faculty members and a beautiful lobby. The ground floor contains the laboratories and lecture rooms of the science department.

Nora Chambers Hall, named in honor of the first teacher of Lee College, Mrs. Nora B. Chambers, is a three-story brick dormitory for girls. It also houses the Home Economics department, has a beautiful parlor, and a recreational hall on the ground floor.

Providence Hall contains light housekeeping rooms for married students.

College Arms Apartments is an apartment house of eight units, located on Centenary Avenue.

Ellis Hall is a two-story dormitory.

Walker Hall is a four-story building and can house approximately three hundred men.

The Dining Hall seats approximately five hundred, and the cafeteria style of serving is used.

The Gymnasium is located directly behind the auditorium and has dressing rooms and showers for both boys and girls. The athletic field is located near by and includes a softball diamond, tennis and volleyball court.

The Snack Shop is located on the first floor of the east wing of Old Main and has become a very popular meeting place for students.

Melody Hall contains the studios of the piano and voice teachers.

The Post Office is located on the ground floor of Simmons Hall.

Student Life

CHAPEL

Chapel service is held four mornings a week and has become an integral part of the school program. Here the entire school meets to seek divine guidance for the day, and the faculty and students learn to know each other better; together they are inspired to strive for more efficient service. Students are required to be present at chapel services.

MUSICAL ACTIVITIES

In many schools, music is considered an accomplishment reserved for only the talented few; but, from the beginning, music has been a vital part of student life at Lee College.

The school sponsors several musical organizations, but every organization, regardless of its purpose, promotes music, both in regular meetings and special programs. The student services are made interesting by the effective music of the school choir, the band, and special ensembles.

STUDENT ORGANIZATIONS

The school sponsors student organizations varied enough in their activities to include the interests of all. Students receive in these extracurricular activities a type of training which cannot be obtained in the classroom alone.

The **Alumni Association** is an institution that lives in the lives of its members and prospers as they prosper.

The constitution provides for two classes of members: regular members and honorary members. Regular members consist of all students who have completed one full semester, one term of the summer session, or the equivalent of either. Honorary members are admitted to the association by a majority vote of

the assembly after being recommended by the Alumni Board of Directors. All members are solicited annually to contribute to the association.

The annual home-coming is held each spring during commencement week. The alumni assemble and hold a business session; an entertaining program is presented by the alumni and a banquet is given.

Alumni news is published quarterly in the **Lee Alumnus**, official organ of the association.

State Chapters have been organized in many of the states.

The **Senior Class** and other class and club organizations promote fellowship and good will among the members and sponsor projects for the improvement of school buildings, campus, and library.

The **Student Council** consists of regularly chosen representatives from all classes, and seeks to express the sentiment of the students. Through the Student Council, students have a voice in improving the school and receive training in self-government.

STUDENT PUBLICATIONS

The **Clarion** is the school paper. It is edited and published monthly by a student staff assisted by a faculty advisor.

The **Vindagua** is the college annual and is published yearly by the students. It is a work of art and makes an excellent souvenir.

SOCIAL LIFE

Since the school is co-educational, provisions have been made for social contacts of such a nature as to maintain an atmosphere of culture and refinement which will fit young men and women for broad social living.

The school has always tried to promote a clean everyday life. It has been the earnest endeavor of its directors to keep student life free from the vices which threaten to destroy the Christian faith and virtue of our boys and girls. Parents who send their sons and

daughters to this school may expect their associates to be young men and women of good moral character. Anyone void of this essential trait need not apply for admission. A student whose ideals and manners are out of harmony with those of right living becomes a menace to the influence and reputation of a school of this kind. For this reason the school refuses to retain those who disregard its social regulations.

Only properly supervised social activity is given a place at Lee College. All social functions are chaperoned and are subject to the rules and regulations of the college.

Students will not be expected to invite visitors or entertain in the dormitory without first getting permission.

WEEK-END TRIPS

The management of the institution will look with disfavor on frequent week-end trips made by students. Students cannot expect to make good grades if they make week-end trips away from the school. If parents permit students to go home too frequently, the parents must bear the responsibility.

Except in cases of emergency, students will file applications with the dormitory supervisors. Applications are to be approved by the president, and should be filed three days in advance. In cases of students under twenty-one, forms must be secured from the office of the dormitory supervisor and mailed home for the signature of the parent or guardian.

RECREATION

The school does not participate in intercollegiate athletic contests, but it does afford its students opportunities for play and recreation in its program of intramural sports. Every student is encouraged to spend part of his leisure time in recreational activities which will develop regular habits of play, physical strength, vigor, and sportsmanship.

LIVING REGULATIONS

It is the desire of the management to make dormitory life as pleasant and homelike as possible, but the student must realize that all the liberties enjoyed at home cannot be granted in a college. If the student is to be happy, he must adjust himself to the new environment and show a friendly and cooperative spirit at all times.

All students are expected to be thoughtful, courteous, and truthful in their dealings with one another, and to show due respect for one another. The supervisors are anxious to do everything possible for the students, but in spite of their efforts, dormitory life is just what the students make it.

The dormitory supervisors are in charge of all dormitory activities.

Rooms are assigned by the supervisors, who will grant requests where possible.

No student will be allowed to room off the campus without special advance permission from the president.

Students living in the dormitories are expected to care for their rooms and to keep them clean and in order, so that the school can maintain a refined atmosphere with good living conditions for all. Students are expected to be economical in the use of water, lights, and dormitory supplies. Electric hot plates and heaters will not be allowed in individual rooms.

DORMITORY SUGGESTIONS

All dormitory rooms have hot and cold running water and contain closet space or wardrobes, tables or desks, chairs, and dressers or chiffoniers. Suggestions are given below for women and men students.

For Women: Rooms are provided with single beds. In addition to your clothing and usual personal supplies, you should bring at least:

1 pillow	Housecoat
8 to 10 towels	4 sheets
2 pillowcases	(63 x 99 inches)
Bedroom slippers	Raincoat or umbrella
2 blankets	

Due to the variety of window sizes in the women's dormitories, you may wish to buy curtains after you arrive. Most rooms have only one window. Bring whatever you wish in the way of small rugs, dresser scarfs, bedspreads, etc.

For Men: Rooms are furnished with single beds. In addition to your wearing apparel, you will need the following:

1 pillow	Bedroom slippers
8 to 10 towels	Window curtains
2 blankets	Bathrobe
4 sheets	2 pillowcases
(63 x 99 inches)	Raincoat or umbrella

It will probably be better to buy curtains after you arrive. Bring whatever you wish in the way of small rugs, bedspreads, etc.

ROOM RESERVATION

Dormitory students who arrive before registration day may present the card acknowledging the acceptance of their application and register for room and board. These students are expected to register for a room immediately upon arrival at the school.

SCHOOL APARTMENTS

Because of the large number of married students attending Lee College, special efforts have been made to provide a maximum number of one- and two-room apartments at a minimum cost to the students. Students occupying these apartments are expected to exercise the utmost care in eliminating excessive damage to school property. There will be an inspection of all dormitory rooms at the beginning and end of each semester. The business manager will have a list of all furnishings in the room with a notation about the condition of same, and a duplicate will be given the student when he occupies the room. The dormitory supervisor will make a monthly inspection, and any

damage found will be charged to the person responsible.

Two-room apartments will be furnished with one double bed, single beds for children, one chest of drawers, one desk, one table, and not more than four chairs (depending upon number of occupants). Single rooms for married couples will be supplied with the above furnishings with the exception of a table.

No kitchen equipment is furnished by the school.

A one-room apartment is \$15; a two-room apartment is \$30, a four-week month.

Students **may** pay rent for the entire semester on the day of registration. Students **must** keep rent paid at least four weeks in advance.

Students who desire apartments should apply in advance in order to insure getting a place to live.

Students occupying apartments during the holidays will be charged **ADDITIONAL** rent.

VISITORS

Visitors are welcome at Lee College. Students who wish to have overnight guests must obtain permission from dormitory supervisors. No visitor shall spend more than **TWO DAYS** on the campus without special permission. Room rent for visitors will be \$1.25 a night.

STUDENT THRIFT-TRAINING

We urge our students to practice strict economy. Students who are careless about meeting their obligations, and foolishly spend their money with no regard for its value, cannot hope for a prosperous future.

Students are not expected to make debts while in school, either by purchasing things or borrowing money.

The school cannot afford to make loans. Students are not expected to ask for such favors of the office.

Money sent to students should be in the form of post office money orders.

Students have little or no use for cars during the

school term. Cars on the campus are detrimental to the school, as well as expensive for the student. All cars must be registered in the registrar's office.

DISCIPLINE

Whenever a body of people is associated for the accomplishment of a definite purpose, regulations and discipline are necessary. The act of registration is a written agreement to comply cheerfully with all rules and regulations of the school.

At the discretion of the president, students who either violate or disregard any rule of the school will be penalized. A student may be placed on probation under whatever conditions are recommended by the discipline committee.

Demerits will be given for all major offenses and may, at the discretion of the dean of women or dean of men, be given for minor offenses. Some of the major offenses are: stealing, cheating, lying, drinking, smoking, attending movies, petting, and disrespect to school authorities. The number of demerits given for each offense is determined by the deans or the discipline committee.

One hundred one demerits automatically result in expulsion.

The president reserves the right to suspend any student for any reason deemed necessary.

Before a student who has been dismissed for unsatisfactory conduct will be considered for re-entrance, a period of the balance of the current semester and one full semester must elapse. Summer school is considered one full semester. If, after this period of probation, the administration of the school deems the student's record and attitude worthy, he may be re-enrolled.

Students are under the rules and regulations of the school from the time they arrive on the campus. Whether they have registered or not, they are subject to dormitory and school regulations. Students are subject to school regulations between semesters. Students not spending school holidays at home are likewise subject to school regulations.

Academic Regulations

INFORMATION FOR VETERANS

Lee College is approved for training veterans under Public Laws 550 and 894 and for training war orphans under Public Law 634. Eligible persons should contact the veterans administration regional office of the state in which they maintain a permanent residence. If in doubt about the procedure to follow, write: Registrar, Lee College, Cleveland, Tennessee.

GENERAL EDUCATIONAL DEVELOPMENT TESTS

Veterans, or non-veterans, who have not completed high school will be benefited by taking the G. E. D. Tests. These tests cover English, natural science, social sciences, literature, and mathematics. The tests are given in many of the major cities throughout the nation. Your average score determines the grade you are eligible to enter in high school. If your average score is forty-five or above, you may enter a college division; however, the tests must be taken before registration.

For details concerning the use of G.E.D. Tests for placement in high school and for entrance to college contact: Registrar, Lee College, Cleveland, Tennessee.

ADMISSION TO LEE COLLEGE

How to Apply

Application blanks are mailed on request to all prospective students. A preliminary application is included at the end of this catalog.

A personal letter, a fifteen dollar advance deposit (not refundable), and a medical examination form filled in by a practicing physician should accompany the application blank. After notice of acceptance has been received, one should write the school as to how and when he expects to arrive.

All applications should be on file in the registrar's office two weeks prior to the opening of school. Applications filed after this date cannot be processed in time for regular registration.

An official transcript from the last school attended must be filed in the office of the registrar before application for admission to a college division, or the academy can be accepted. These transcripts should be sent directly from the office of the last school attended.

The school offers no courses below the tenth grade high school level. The institution regrets that it cannot accept children who have not completed grammar school. This does not apply to persons over eighteen years old who wish to register in the Religious Education Division.

According to the state Department of Education, all students are required to take a physical examination, a record of which should be sent with the application.

Lee College reserves the right to refuse any application for admission.

ORIENTATION

Students will follow the schedule furnished by the registrar's office throughout registration. Each student will be assigned to a faculty advisor, who will aid him in the selection of his courses.

Absences will be counted, beginning with the first day of each semester.

The school reserves the right to withdraw any course offered in the catalog if enrollment is less than eight.

GUIDANCE PROGRAM

Upon being admitted to Lee College, each student is assigned to a member of the faculty, who acts as his faculty advisor. The advisor is to assist the student in selecting his subjects so as to secure a well-rounded course of study and also to help him understand the requirements for graduation. The responsibility for the selection of courses rests upon the student. It is very

important that the student meet the requirements of his course in their proper order so that in his senior year he will be eligible for graduation. At the beginning of each semester the student should consult his advisor on his choice of subjects. During the semester he is urged to consult his advisor often.

Lee College also administers reading tests, English placement tests, and psychological aptitude tests. Interest tests are also offered. These tests act as a basis for counseling students who need help in properly evaluating their abilities and interests.

DROPPING COURSES

No student may drop or add a course of study after registration day without the permission of the head of his division.

If courses are dropped after the date set for "change of schedules," a charge of one dollar for each change will be made. Students who drop a course without special permission after the date listed in the calendar will automatically receive a failing grade for the course.

WITHDRAWAL

A student who desires to withdraw from the school should obtain from the president's office the form for withdrawal. Students failing to do so will receive no credit for work done and cannot be given an honorable dismissal.

In the case of a student whose parents or guardians are responsible for his account, the school must be notified directly by the parent or guardian before the student will be allowed to leave the school.

ABSENCES

The school considers prompt attendance of all classes to be of primary importance. Deliberate cuts will have serious effects on a student's academic standing and on his chances of graduation, and may incur such addi-

tional penalties as are provided by the institution's regulations.

Students are not permitted to take vacations or leaves at times other than during regular school-approved holiday seasons.

The policy for tardiness, absences, and make-up work for **high school students**, is as follows:

Attendance is expected at every class. Students are expected to meet classes promptly.

Students who are not in their assigned seats when the second bell rings will be counted tardy. In order to be admitted to class without further delay, the student should secure a permit from the office of the principal before reporting to class when tardy. Three unexcused cases of tardiness will count as one unexcused absence.

Students who have been absent from a class should not report to class again until an absence slip has been secured from the office of the principal. Absence slips will be issued and penalties imposed as follows:

Absences are excused in case of illness, or absolute necessity of some other nature. Dormitory students must bring certification from the dormitory supervisor when illness is given for reason of absence.

In case the student offers no reasonable excuse, or has taken advantage of circumstances which he might have changed, an unexcused admission slip is given. A penalty of three points will be given for all unexcused absences.

Students are responsible for seeing their instructors concerning their make-up assignments. These assignments should be completed within a week following the absence, if any credit is desired. Should a student fail to attend to the matter within the specified time, he shall forfeit his credit.

HIGH SCHOOL ABSENCE POLICY

There are no allowed cuts for high school students. Therefore, upon the sixth unexcused absence in any class, the student will be referred to the principal. Up-

on the tenth unexcused absence, the student will automatically be dropped from the class—failing. When a student has been dropped from two classes (or enough classes to bring his load below the equivalent of twelve college hours) he will be dismissed from school.

No leaves of absence will be granted before or after any regular holiday. **ABSENCES FROM CLASS TWO DAYS BEFORE OR AFTER A HOLIDAY WILL COUNT DOUBLE AND CARRY DOUBLE PENALTIES.**

The policy for tardiness, absences, and make-up work **for religious education and college students** is as follows:

A student may take without quality point deduction as many unexcused cuts for each course as there are class meetings per week. For each unexcused absence in excess of the number stated above, a student will have one quality point removed from his record.

The quality-point ratio of a student is effected by the above policy, so that a student's average will be reduced by excessive cuts. A student may be debarred from scholastic honors, honor societies, student body offices and other school honors and privileges because his scholastic average has been reduced by his excessive class absences. Such cuts of quality points will not necessarily debar the student from graduation, provided that his grades average "C" without the quality-point deductions for excessive absences.

Three tardies equal one absence, unless a tardy is longer than twenty minutes, in which case it is considered an absence.

When a student is absent from any class or classes, he should go to the office of the registrar and ask for a form on which he may state the reason for his absence. The form is then filed with the student's record. The same action must be taken in case of tardiness, since three unexcused cases of tardiness will count as one unexcused absence.

No student is assured that he will have absences excused which exceed the number permitted in each course, which is an average of one a semester for each

semester hour. The absence committee will consider only the excuses which the student has filed when his case is considered. Since the college absence policy provides for "class cuts" at the discretion of the student, the administration insists that the student be especially careful to use his "cuts" only for important matters. Such reasons as business trips, convention attendance, personal reasons, transportation failure, etc., do not assure the student of an excused absence; the student should use his allowable "cuts" for such absences. Such reasons as illness, death in the immediate family, etc., will be accepted for excused absences. In all cases where no excuse is filed in the office of the registrar, the absence will be considered as unexcused.

Dormitory students must file certification of dormitory supervisor when illness is given as reason for absence.

Absences occurring two days before and two days after holidays count double.

An average of one quality point a semester hour of work is required for graduation. A student whose general average is below "C" will not be permitted to graduate until he has taken such extra work as may be necessary to attain a "C" average. Carelessness in class attendance may cost a student an extra year in school in which a good attendance record will be required before graduation is permitted, or it may wholly disqualify him for graduation and make his transcript of credits unacceptable elsewhere.

The above provision applies to the regular term of school which begins in September and ends about the first of June. **No provision is made for absences from summer classes.** The work is highly accelerated during the summer term, and it is felt that attendance at every class is necessary if the student is to make satisfactory progress.

When a college or religious education student misses work, other than examinations, he may be permitted to make it up by completing special assignments given to him by the individual instructor. If he misses a regularly scheduled examination (semester or intra-

semester), he is not permitted to make it up unless he has been sick; has had sickness or death in his immediate family or has some other reason acceptable by the absence committee. Before approaching his instructor to make up an examination, he must have written permission from the registrar and must have paid to the accounting office a fee of \$1.00 for intra-semester examinations or \$2.00 for semester examinations.

COLLEGE ABSENCE POLICY

Any student who reaches a number of unexcused absences double the number of times the class meets per week will be automatically dropped from the course and be given a WF (withdrew failing). For example: a student taking a 3-hour course, such as English Composition, is allowed 3 unexcused absences per semester without penalty. If he receives as many as 6 unexcused absences, he will be dropped from that particular course. Any student who is dropped from enough courses to bring him below a 12-hour load will be automatically dismissed from school.

Absences for any cause for any college or religious education student, totaling twenty-five per cent of the time of the course in which the absences are incurred, debar the student from receiving any grade higher than "D," unless an appeal is approved by the absence committee or if they total 50 per cent they will debar him from receiving any grade other than "F" unless an appeal is approved by the absence committee. If, because of this penalty, he fails to receive a passing grade in at least 50 per cent of his work in any semester, he is placed in the same academic category as any student who fails to pass 50 per cent of his work; consequently, the penalties attached to the student who fails to make satisfactory progress are also attached to the student who fails to maintain a satisfactory attendance record.

If, during the course of a semester, a student's failure to attend classes reaches serious proportions, his case may be treated as a discipline or conduct case,

and disposed of in the same way that any other misconduct is. This means that a student may be interrupted during the semester, if deemed advisable by the administration of the institution.

SCHOLARSHIP AID

Lee College has a limited number of programs by which worthy students may receive financial aid for the expenses of their education.

Honor scholarships: Students graduating from Lee Academy or from any other accredited high school with valedictorian or salutatorian scholastic honors will be eligible for a scholarship in any college division in the amount of tuition for one year. This scholarship shall be exclusive of matriculation fee, student activity fee, and other fees where applicable.

Other requirements are:

A recommendation as to character and integrity of the applicant, furnished by the local Church of God pastor; and a statement from the principal of the high school from which the applicant graduated, verifying that the applicant was first- or second-place honor graduate at the time of his graduation and that the applicant is of a desirable character.

This scholarship is available only to graduating seniors of each respective year.

Avis Swiger Memorial Loan Fund: The Lee College Alumni Association has established a student loan fund, which provides financial aid in the form of loans to worthy students. These loans are payable after the student has left school. Specific terms and conditions of the loan may be obtained from the executive secretary of the Alumni Association.

National Defense Education Act: The United States Office of Education has provided Lee College with funds for a student loan fund to be administered by the college. This fund was established in order to attract outstanding young people into various special fields and professions, such as the sciences, foreign languages, and teaching. The loan is payable after the

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student has left school. Specific terms and conditions of the loan may be obtained from the office of the registrar.

Music scholarships: A limited number of tuition scholarships are given each year. Interested individuals should write the dean of the School of Music for an application blank and appointment for audition. All School of Music students who receive scholarships, will be expected to participate in musical organizations as needed.

Student work scholarships: Lee College grants a limited number of work scholarships. Preference is shown to second-year students. Credit for work scholarships is applied toward the student's account.

SCHOLASTIC STANDARDS

A student who fails to pass 50 per cent of his work in any semester must apply to the president for special permission to register for a succeeding semester. If he fails to pass 50 per cent of his work in the succeeding semester, he will not be permitted to re-register until a period of one regular semester or two summer semesters has elapsed. He must then submit evidence of having made satisfactory progress at another institution, or if he does not enroll in another institution during the probationary period, he must furnish the administration of Lee College with sufficient evidence of change in attitude, work habits, or ability, to justify their granting him the privilege of making the third attempt to make satisfactory progress.

A student may not repeat a course more than twice in order to obtain a better grade.

Report cards are issued to students every nine weeks during the regular school term and every five weeks during the summer term. The first report card of the academic year reveals the progress of the student during the first nine weeks. The second report card shows the student's progress for an eighteen-week period, or the first semester. The third report shows the student's progress for the first nine weeks of the second semester, and the fourth report reveals his progress for the

entire second semester.

Each of the two reports in the summer shows the student's progress for a period of one summer semester, which is five weeks in length.

Semester grades are kept on file in the registrar's office on a cumulative basis.

GRADING SYSTEM

High School

The system of grading is as follows:

A	95-100
B	87-94
C	80-86
D	75-79
F	74 and below
WP	Withdrew with permission
WF	Withdrew failing or after last date for dropping course

Religious Education and College

The work of all students is graded by letters, which may be interpreted as follows:

A (Excellent)	3 quality points per semester hour
B (Good)	2 quality points per semester hour
C (Average)	1 quality point per semester hour
D (Passing)	0 quality point per semester hour
F (Failure)	1 quality point deducted for each hour attempted in which student received an F or WF
I (Incomplete)	Grade withheld because of prolonged illness, or other valid excuse
WP (Withdrew)	with permission

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WF (Withdrew) Failing or after last date for dropping a course

An incomplete must be removed within six weeks after the end of the semester; otherwise, it becomes a failure.

Business Regulations

Following is an itemized list of expenses for a semester. So that the prospective student may be able to interpret this list more accurately, we suggest that the individual plan an educational budget of about \$475, per semester. This includes tuition for an average load of fifteen hours, matriculation fee, room and board, estimate of books, and other fees. This amount does not include personal expenses, incidental fees, and fees for music lessons and practice periods.

ITEMIZED EXPENSES FOR EACH SEMESTER

(A school term consists of two semesters)

ALL STUDENTS PAY:

*Matriculation fee	\$ 20.00
Student activity fee (includes admission to special school productions and cost of school publications)	5.00
Tuition:	
High School	\$125.00
Religious Education, Junior College, Bible College, and School of Music (per semester hour)	11.00

ALL DORMITORY STUDENTS PAY IN ADDITION TO THIS:

**Room and Board	216.00
Apartment rent (married students) per room	15.00

OTHER EXPENSES, PAID WHEN APPLICABLE:

***Electrical fee (for married resident students)	20.00
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****Late registration fee	\$ 10.00
Change in schedule after registration unless change is recommended by a responsible authority	1.00
Proficiency exams (for each hour's credit es- tablished by examination)	3.00
Audit fee (per semester hour)	5.50
Radio, television, or air conditioner fee, each	2.50
Post office fee	1.25
Graduation fee (all division)	20.00
Intra-semester examinations taken at irreg- ular times	1.00
Semester examinations taken at irregular times	2.00
Physical Education fee (required of all stu- dents taking Physical Education)	6.00
Extra transcripts (one given free)	1.00
Laboratory fee—Chemistry, Biology and Physics (all division)	6.00
Home Economics fee	3.50
Typing fee	6.00
Secretarial Practice fee	6.00
Visual Aids	3.00
Crafts	3.00
Daily Vacation Bible School	3.00
Art fee	3.00
Yearbook Picture fee	2.00
Band Instrument Rental	6.00
Insurance (2nd semester students \$9.50)	7.50
Band fee	6.00
Dramatics	3.00

*Students attending only one semester are charged \$25.00 in order to cover yearbook charge.

**Students are required to occupy dormitory rooms until they are filled, unless living with parents or close relative.

***\$10.00 when no electric stove is used.

****Students registering other than at the scheduled time will be charged this fee.

INDIVIDUAL LESSONS IN MUSIC

Per Semester	\$ 36.00
Class Voice (Semi-private)	27.00

Private lessons are taught on the semester basis and not on an individual basis; i.e., students are charged for the semester instead of for each individual lesson. Therefore, students will not be allowed to make up private lessons missed due to school holidays, or for other reasons that classroom courses do not meet. No student will be allowed to make up a private lesson that he misses for reasons other than emergencies unless make-up fee is paid.

RENTAL FEES

All School Instruments

One hour a day for semester	\$ 6.00
Two hours a day for semester	10.00

The above charges do not include BOOKS and SUPPLIES, which are sold for cash in the college bookstore. Students must be prepared to pay cash for books and supplies on registration day. BOOKS AND SUPPLIES WILL NOT BE CHARGED.

Lee College instruments will not be rented to students not taking music from Lee College teachers.

SETTLEMENT OF ACCOUNTS

Students should be prepared to pay the semester's charges on the day of registration. Money may be remitted to the bookkeeping office in advance, if desired; this will facilitate the registration of the student on registration day. Students who are not able to pay their accounts in full must make application for deferment of a portion of the account, and upon approval may subscribe to the following installment plan:

The plan provides for the payment of one third of the total semester charges at the time of registration. The total semester charges include room and board,

tuition, matriculation fee, student activity fee, private music lesson costs, and all classroom and laboratory fees. The balance may be paid in four equal monthly installments.

ADJUSTMENT OF ACCOUNTS

Refund Policy

No refund will be granted unless application is made within two weeks of any change in program or departure of the student. If a student withdraws during a semester and requests refund for advanced payments, the following rules will determine the amount refunded:

1. Room and board will be refunded in full amount unused to date of withdrawal.

2. Tuition and rental fees will be refunded on the following percentages: First through second week, 90 per cent; third through fourth week, 75 per cent; fifth through the sixth week, 50 per cent; seventh through the ninth week, 25 per cent; NO REFUND AFTER THE NINTH WEEK. The percentages are determined on the basis of the regular registration date and not on the basis of the student's enrollment date.

3. NO REFUND ON MATRICULATION FEE.

Accounts with the school must be settled in full before a diploma or a transcript of credit is issued or a letter of honorable dismissal granted. SATISFACTORY FINANCIAL ARRANGEMENTS MUST BE MADE BEFORE FINAL EXAMINATIONS CAN BE TAKEN.

Refund Policy for Public Law 550 Veterans

The policy of Lee College in regard to the refund of the unused portion of tuition, fees, and other charges in the event the veteran fails to enter the course, or withdraws, or is discontinued therefrom at any time prior to completion is that the veteran will be refunded the approximate pro rata portion of the tuition, fees, and other charges in that the length of the completed course bears to its total length. All of the unused portion of the tuition fees, and other charges will be re-

funded on a pro rata basis with the exception of the registration (matriculation) fee (\$20).

The above policy pertains to all students of Lee College who are under Public Law 550 with the exception of those enrolled in the High School Division.

PART-TIME STUDENTS

Students who register for private lessons only will not be charged a matriculation fee. Students who do not board at the school, and who register for a part-time course in any division, will be charged as follows:

In the High School Division there will be a charge of \$32 a semester for each course of study. In the Religious Education and College Divisions there will be a flat charge of \$10.00 a semester hour. Matriculation fee is \$2.00, if the student takes six hours or less.

No person who registers as a full-time student and is later permitted to drop enough courses to place him in the classification of a special student will be entitled to a refund or prorated tuition, unless the readjustment of his course of study is made on or before the date appearing in the school calendar as the last day in which a student may register.

Matriculation fee will not be refunded in any case.

LOAN PAYMENT PLAN

Loans for tuition, and other school expenses are available from Education Funds, Inc., Box 440, Providence 3, Rhode Island. Application forms may be obtained from the college Business Manager or by writing directly to Education Funds, Inc. The application form should be secured at an early date and the arrangements completed before August 15.

Bible College

PURPOSE

The primary purpose of the Bible College division of Lee College is to prepare young men and women for the ministry in the Church of God. It is dedicated to the doctrinal position of the Church of God, and to the evangelistic and missionary interests of the denomination.

The Bible College aims to hold a thoroughly academic program in relation to Biblical and professional education as well as general education. In keeping with this aim, the Bible College requires certain liberal courses.

The objectives of the general education offerings in the Bible College curriculum are:

1. To give the student an understanding of his culture and the culture of other societies of the world by a knowledge of human history and the current world situation.
2. To give the student an understanding of himself spiritually, psychologically and socially and an understanding of and an insight into his associates' lives and behavior.
3. To give the student an orientation in the field of scientific inquiry and knowledge so that he may understand better the physical universe.
4. To relate the arts and sciences to the Biblical studies and the professional training of the student.

In the fulfilling of these general purposes, the college seeks to develop in the student the following areas of mind, skill, heart and graces:

1. A Biblical concept of God—His holiness, sovereignty and mercy.

2. A Biblical concept of man—his origin, his depravity, his redemption and his destiny.
3. A Biblical concept of Christ—His diety, His humanity, and His redemptive program.
4. An appreciation for the weight of the ministry of the gospel.
5. Skill in the use of all Biblical instruments of soul-winning—personal evangelism, preaching, counselling, teaching, etc.
6. Skill in the administration of public worship.
7. A survey knowledge of the entire Bible.
8. An analytic knowledge of such portions of the Word of God as the prophets and the epistles.
9. A sound philosophic outline for systematic theology.
10. A sound apologetic for the Biblical system.

CHRISTIAN SERVICE

It is the function of the Christian Service Department to provide every interested Lee College student with ample opportunity to do practical work in the field in order that he may apply the know-how which he has received in the classroom. It is this strong relationship between classroom study courses and Christian-service opportunities that has made Lee College outstanding among present-day Pentecostal institutions of higher learning. This high correlation between the theoretical and the practical in training offers the student the greatest opportunity to develop his whole Christian character and to gain and evidence spiritual maturity in almost every phase of his Christian life. In the house-to-house witnessing area alone, Lee College students are annually visiting between fifteen and twenty thousand homes with the gospel of Christ.

THE PROCESS OF TRAINING

The training process is designed to encourage every student to get as broad and as varied an experience

as possible on each of a series of graduated training levels: WITNESSING, COOPERATION, PLANNING, RESPONSIBILITY, LEADERSHIP, and ADMINISTRATION.

WITNESSING: The student is first taught how to witness to and win souls through personal contact. The Samaritan woman at the well went, immediately after accepting Christ, and witnessed to others in the city, "and many of the Samaritans of that city believed on him for the saying of the woman, which testified."

COOPERATION: The student's next step is to learn to work along with others in order to realize more fully the value of cooperation one should "chase a thousand, and two put ten thousand to flight." As an example, many of the new students' earlier witnessing attempts will be with another, more experienced student, wherein he will learn the art of cooperation by helping someone else in an effort to win the lost to Christ.

PLANNING: After the student has learned how to witness and how to appreciate the value of cooperation, he is permitted to go "behind the scenes" and to help in the planning of witnessing invasions and of various other services. This is the earliest phase in the training of the student which offers him a real opportunity to gain insight into the paramount importance and absolute necessity of planning as a means toward a successful end in any endeavor for the Lord.

RESPONSIBILITY: Successful planning leads to the student's being given responsibilities—singing, directing, teaching, preaching—within a group which has been assigned a particular service.

LEADERSHIP: The student who performs well his responsibilities is then assigned to the leadership of a group. In this position, all of his previous experiences in witnessing, cooperation, planning, and responsibility are brought back into play each time that he leads his group in a service or activity.

ADMINISTRATION: A thorough understanding and use of the principles of leadership qualify a student to be placed next in the church internship program where he can learn the administration of the office of pastor and minister. In this program, the student is assigned to and serves directly under an area pastor as his intern. Here he receives personal instruction and guidance from the pastor and, in addition, performs ministerial duties under the direction of the interested pastor.

Since students come to Lee College with differing backgrounds in their religious experiences, the Christian Service Department, before making a decision as to each student's place in the process of training, takes into consideration the student's previous experience, his present needs in training, and his plans for the future. Naturally, some students will, because of background, move up the training process ladder into positions of responsibility more quickly than others.

THE AREAS OF TRAINING

The areas of practical training offered by the Lee College Christian Service Department include the following services and activities:

- Child Evangelism Classes
- Jail Services
- Open-Air (Street) Services
- House-to-House Witnessing Invasions
- Nursing Home Services
- Tract Brigades
- New Convert Follow-Up Program
- Visitation of the Sick and Aged
- Prayer Chains for Special Services on and off Campus
- Individual Counseling
- Delivery of Soul-Winning and Gospel Sermons
- Distribution of Gospel Literature in Public Places
- Choir Directing
- Participation in Special Singing
- Sunday School Teaching
- Effective Altar Work
- Other Church Activities

THE RESULTS OF TRAINING

The results of the training offered by the Lee College Christian Service Department will necessarily depend upon the speed and thoroughness with which any student completes each phase of the process of training. The ultimate hope of the Department is that the training will develop students who become practicing witnesses, competent teachers, fundamental expositors of the Word, able leaders, patient counselors, and sound spiritual administrators who will, consequently, be capable of better fulfilling future offices of youth leaders, Sunday School teachers, Christian education directors, missionaries, evangelists, pastors and of district, state, national, and world leaders in the work of winning souls for our Saviour.

ADMISSION REQUIREMENTS

Application

Students desiring to make application for the Bible College should complete the preliminary application blank at the end of this catalog and mail it to the registrar.

Admission by Certificate

A graduate of an accredited high school must have an official transcript sent directly from the office of the high school to the registrar before an application will be accepted. Students will be granted admission to the college upon the receipt of a record of fifteen units of work satisfactorily completed and evidence of high school graduation.

High school subjects which may be offered for entrance are listed on the following page.

Class A

	Maximum Units		Maximum Units
English	4	Plane Geometry	1
Foreign Language		Solid Geometry	½
French	3	Sociology	1
German	3	Physiography	1
Latin	4	Physiology	1
Greek	3	Zoology	1
Spanish	3	Biology	1
Music		Chemistry	1
Appreciation	1	General Science	1
Harmony	1	Physics	1
Performance	2	Civics	1
Mathematics	2	Economics	1
Algebra	2	History	4
Trigonometry	½	Botany	1

Class B

	Maximum Units		Maximum Units
Agriculture	2	General Mathematics	1
Arithmetic (Business)	1	Home Economics	3
Business Subject	3	Shopwork	2
Drawing	2	Vocational Teachers Training	3

Unit: Represents thirty-six weeks' study in a subject in high school, classes meeting five times a week.

For entrance, at least three of these units must be in English; one unit should be in mathematics, and enough in electives from Group A to make 10 units. The other five units may be chosen in any of the subjects in either Class A or Class B.

Admission by Examination

Non-veterans who are not high school graduates but have been issued an equivalency diploma by a State Department of Education, will be considered for admission. (Further information concerning this equivalency diploma can be obtained from the State Department of Education in the respective states.)

Admission of Veterans

Veterans who apply for admission must meet the

same requirements as non-veterans unless they enter on the basis of a G.E.D. Test. Full details on entering the Bible College by means of the G.E.D. Test may be obtained from the registrar of Lee College. Students must complete the test and make an average score of forty-five before registering for college.

ADMISSION OF STUDENTS WITH ADVANCED STANDING

The Bible College will admit without examination students from accredited colleges or universities provided they have been granted honorable dismissal. Credits may be transferred from colleges and universities which are members of their regional association or accredited members of the Accrediting Association of Bible Colleges; however, the Bible College can give credit only for those courses that contribute toward the degree from the Bible College.

Schools that are not members of a recognized accrediting association may transfer work to Lee Bible College on the basis of their acceptance by the state university in their respective states.

Except in special cases, a student who has failed in another institution and cannot remain in that institution will not be admitted to the Bible College.

Removal of entrance conditions must be accomplished by the end of the first year.

MAXIMUM AND MINIMUM WORK

The number of semester hours of work required for completion of each year of the curriculum is established by the college. The normal load for a semester for all students is sixteen hours. Students with an established record of superior quality may take a maximum of nineteen hours, provided the application is properly approved at the time of registration. The minimum load to be classed as a full-time student is twelve hours. Students who are not doing satisfactory work because of their inability to carry a full schedule may be requested by a faculty advisor to drop one or more courses.

Requirements for graduation from the Bible College are a minimum of one hundred thirty hours and one hundred thirty quality points, or a minimum average grade of C. If the student has more than one hundred thirty hours credit, he must have a quality point ratio of one.

DEGREES

Lee Bible College grants four degrees: Bachelor of Arts in Biblical Education and Bachelor of Arts in Christian Education and two music degrees. The curricula for these degrees are listed below.

HONORS

Students graduating with an average of 2.9 will be graduated with the distinction **Summa Cum Laude**. Students graduating with an average of 2.6 will be graduated with the distinction **Magna Cum Laude**. Students graduating with an average of 2.1 will be graduated with the distinction **Cum Laude**.

A student may be debarred from these distinctions by the faculty for a poor practical work record.

REQUIREMENTS FOR GRADUATION

One year of residence work is required for graduation. The student must have at least one hundred thirty hours credit and one hundred thirty quality points. This requires an average of C.

The administration of the school will make every reasonable effort to assure the student of graduation according to his schedule; however, it is the student's responsibility to follow the required course of study. The responsibility for failure to meet any graduation requirement will rest upon the student and not upon the administration or faculty advisors.

The student must have completed one summer of supervised ministerial activity or its equivalent in full-time ministry.

A comprehensive examination on the Bible and re-

lated fields is required of all graduates. This examination must be completed at least six weeks before the date of graduation.

Completion of the academic requirements alone will not be accepted as satisfaction of the graduation requirements of the Bible College division. The student must be approved for graduation by consent of the faculty. This approval is based on the student's moral and spiritual caliber as evidenced by his conduct, attitudes, and religious service.

BIBLICAL EDUCATION

The program in Biblical Education is designed primarily for students who anticipate either the evangelistic or pastoral ministry. The specific aims of this program are:

1. To prepare the student in the knowledge of the Word of God as the foundation of his ministry.
2. To instruct the student in the use of the Word of God in sermon building and delivery, in personal counselling, in Biblical exegesis, in personal life, and in spiritual leadership and government of the church.
3. To give the student a formal theological foundation for his ministry in relation to the pulpit and personal counselling.
4. To provide the student with the tools of administration that will aid him in directing the organization and program of the church.
5. To provide the student with an understanding of the church's program of education so that he will be in a position to take the oversight of the Christian Education program of the church.

The basic course of study leading to the Bachelor of Arts Degree in Biblical Education is outlined on the following page.

FRESHMAN YEAR

Course	Sem.	Hrs.	Cr.	Course	Sem.	Hrs.	Cr.
Bible Survey 101		2		Bible Survey 102		2	
English 111*		3		English 112*		3	
History 111*		3		History 112*		3	
Speech 111*		3		Speech 112*		3	
Introductory Doctrines 111		2		Introductory Doctrines 112		2	
Personal Evangelism 131		2		Introduction to Christian Education		3	
Physical Education		1		Physical Education		1	
<hr/>				<hr/>			
16				17			

SOPHOMORE YEAR

Course	Sem.	Hrs.	Cr.	Course	Sem.	Hrs.	Cr.
Bible Survey 201		2		Bible Survey 202		2	
English 211*		3		English 212*		3	
Laboratory Science*		3-4		Laboratory Science*		3-4	
Psychology or Sociology 211*		3		Psychology or Sociology 212*		3	
Prophets 211		2		Prophets 212		2	
Physical Education		1		Physical Education		1	
Church History 211		3		Church History 212		3	
<hr/>				<hr/>			
17-18				17-18			

JUNIOR YEAR

Course	Sem.	Hrs.	Cr.	Course	Sem.	Hrs.	Cr.
New Testament Greek 311		3		New Testament Greek 312		3	
Church Polity 311		2		Church Polity 312		2	
Systematic Theology 311		3		Systematic Theology 312		3	
Church Administration 311		2		Music or Art		2-3	
Music or Art		2-3		Bible Elective		2	
Bible Elective		2		Church Administration 312		2	
Homiletics 231		2		Homiletics 232		2	
<hr/>				<hr/>			
16-17				16-17			

SENIOR YEAR

Course	Sem. Hrs. Cr.	Course	Sem. Hrs. Cr.
New Testament		New Testament	
Greek 411	3	Greek 412	3
New Testament		New Testament	
Epistles 421	3	Epistles 422	3
Pastoral Theology		Pastoral Counseling	
411	3	412	3
Apologetics 421	3	Apologetics 422	3
Prophecy 411	3	Prophecy 412	3
Bible Elective	2	Bible Elective 412	2
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	17		17

*These courses are described in the Junior College catalog. For description see the Junior College section of the catalog.

The student must elect two hours of missions studies.

Any student who by examination should take reading or English 100, will be required to complete that course for graduation.

CHRISTIAN EDUCATION

The program in Christian Education is designed primarily for students who expect to enter the field of Christian education and youth work, as Directors of Christian Education, and youth workers. With the approval of the Dean of the Bible College, this program may be combined with a minor in Church Music or with sufficient Business Administration courses to prepare the student for work as a church secretary and Christian Education Director.

Specifically, the aims of the program are:

1. To prepare the student in the knowledge of the Word of God as a foundation for the supervision and execution of a Biblically sound educational program for the local church.
2. To provide a theological foundation for the church's program and curriculum of Christian Education.

3. To give a thorough background of the history and development of the modern Christian education movement, including the philosophy, principles and practices of the Christian Education program.
4. To prepare the student in the administrative skills necessary for administering the Christian education curriculum and organization.
5. To prepare the student in the practical skills necessary in employing handicrafts, and audio-visual aids that are useful in a properly developed curriculum.

The basic course of study leading to the Bachelor of Arts degree in Christian Education is outlined as follows:

FRESHMAN YEAR

Course	Sem.	Hrs.	Cr.	Course	Sem.	Hrs.	Cr.
English 111			3	English 112			3
Bible 101			2	Bible 102			2
History 111			3	History 112			3
Introductory				Introductory			
Doctrines 111			2	Doctrines 112			2
Personal Evangelism				Introduction to			
131			2	Christian Education			3
Introduction to				Elective			3
Education 111			3	Physical Education			1
Physical Education			1				
							17
			16				

SOPHOMORE YEAR

Course	Sem.	Hrs.	Cr.	Course	Sem.	Hrs.	Cr.
English 211			3	English 212			3
Laboratory Science			3-4	Laboratory Science			3-4
Psychology or				Psychology or			
Sociology			3	Sociology			3
Bible 202			2	Bible 201			2
Speech 111			3	Speech 111			3
Physical Education			1	Physical Education			1
			15-16				16-17

JUNIOR YEAR

Course	Sem.	Hrs.	Cr.	Course	Sem.	Hrs.	Cr.
Foreign Language*			3	Foreign Language*			3
Church Polity 311			2	Church Polity 312			2
Systematic Theology 311			3	Systematic Theology 312			3
Music or Art			2-3	Music or Art			2-3
Prophets 211			2	Prophets 212			2
Church History 211			3	Church History 212			3

			15-16				15-16

SENIOR YEAR

Course	Sem.	Hrs.	Cr.	Course	Sem.	Hrs.	Cr.
Foreign Language*			3	Foreign Language*			3
New Testament Epistles 421			3	New Testament Epistles 422			3
Apologetics 421			3	Apologetics 422			3
Electives**			6	Electives**			6
			-----				-----
			15				15

*The Foreign Language elected must be carried for four semesters in order to be accepted as a graduation requirement.

**Of the electives, at least ten must be in the field of Christian Education; four must be taken in additional direct Bible studies.

CHURCH MUSIC

Bachelor of Arts in Biblical Education, with Minor in Church Music and Christian Education is outlined as follows:

Freshman

First Semester		Second Semester	
English 111	3	English 112	3
Intro. to Educ.	3	Intro. to Educ.	3
O.T. Survey	2	O.T. Survey	2
Intro. Doct.	2	Intro. Doct.	2
Basic Music Theory	3	Basic Music Theory	3
Applied Music	2	Applied Music	2
Band or Choir	1	Band or Choir	1
Phy. Educ.	1	Phy. Educ.	1
<hr/> 17		<hr/> 17	

Sophomore

English 211	3	English or Amer.	
Science or Math	3-4	Literature	3
N.T. Survey	2	Science or Math	3-4
Basic Music Theory	3	N.T. Survey	2
Applied Music	2	Basic Music Theory	3
Band or Choir	1	Applied Music	2
Phy. Educ.	1	Band or Choir	1
<hr/> 15-16		Phy. Educ.	1
		<hr/> 15-16	

Junior

Psychology	3	Psychology or Soc.	3
Systematic Theology	3	Systematic Theology	3
Church Polity	2	Church Polity	2
Intro. to Church Music	3	Intro. to Church Music	3
Audio-Visual Aids	3	Christian Educ.	
Band or Choir	1	of Child.	3
Applied Mus.	2	Band or Choir	1
<hr/> 17		Applied Mus.	2
		<hr/> 17	

Senior

N.T. Epistles	3	N.T. Epistles	3
Prophets	2	Prophets	2
Personal Evangelism	2	Missions	2
Applied Music	2	Applied Music	2
Conducting	1	Conducting	1
Band or Choir	1	Band or Choir	1
S. School Admin.	3	Christian Education	
Bible Elective	2	Electives	6
<hr/>		<hr/>	
16		17	

Bachelor of Music in Church Music is outlined as follows:

Freshman

First Semester		Second Semester	
English 111	3	English 112	3
O.T. Survey	2	O.T. Survey	2
Intro. Doct.	2	Intro. Doct.	2
Basic Music Theory	3	Basic Music Theory	3
Sight Singing and		Sight Singing and	
Ear Training	2	Ear Training	2
Applied Music (Major)	2	Applied Music (Major)	2
Applied Music (Minor)	1	Applied Music (Minor)	1
Band or Choir	1	Band or Choir	1
Phy. Educ.	1	Phy. Educ.	1
<hr/>		<hr/>	
17		17	

Sophomore

English 211	3	English or Amer.	
Basic Music Theory	3	Literature	3
Sight Singing and		Basic Music Theory	3
Ear Training	2	Sight Singing and	
Music Lit.	2	Ear Training	2
Applied Music (Major)	2	Music Lit.	2
Applied Music (Minor)	1	Applied Music (Major)	2
N.T. Survey	2	Applied Music (Minor)	1
Band or Choir	1	N.T. Survey	2
Phy. Educ.	1	Band or Choir	1
<hr/>		Phy. Educ.	1
17		<hr/>	
		17	

Junior

Psychology or Soc.	3	Psychology or Soc.	3
Systematic Theology	3	Systematic Theology	3
Intro. to		Intro. to	
Church Music	3	Church Music	3
History of Music	2	History of Music	2
Church Music		Church Music	
(Hymnology)	2	(Mus. in Chr. Educ.)	2
Applied Music (Major)	2	Applied Music (Major)	2
Band or Choir	1	Band or Choir	1
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	16		16

Senior

N.T. Epistles	3	N.T. Epistles	3
Bible Elective	3	Bible Elective	3
Personal Evangelism	2	Intro. to Chr. Educ.	3
Counterpoint	2	Counterpoint	2
Applied Music (Major)	2	Applied Music (Major)	2
Form and Analysis	2	Conducting	1
Conducting	1	Band or Choir	1
Band or Choir	1		
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	16		15

DESCRIPTION OF COURSES**BIBLICAL THEOLOGY****101. BIBLE SURVEY (2)**

A study of the development of the Bible, its translations and historical background. Particular emphasis will be laid upon the main themes of the various books and their spiritual and devotional value to our own day. This course is primarily a survey of Old Testament history.

102. BIBLE SURVEY (2)

A continuation of Biblical Theology 101.

201. BIBLE SURVEY (2)

A study of the intertestament Jewish history leading up to the birth of Christ. Considerable

attention is given to the Gospels and the life and teachings of Jesus and to the early development of the Christian Church.

202. BIBLE SURVEY (2)

A continuation of Biblical Theology 201.

231. PROPHETS (2)

A brief study of the life and times of the Old Testament prophets. There will be a brief outline study of each of the major and minor prophets, with some attention given to present day and homiletic use.

232. PROPHETS (2)

A continuation of Biblical Theology 231.

311. NEW TESTAMENT GREEK (3)

A basic vocabulary and grammar study of New Testament Greek with some drills in simple Greek reading. Course consists primarily of drills in vocabulary and grammar with an introduction to its use.

312. NEW TESTAMENT GREEK (3)

A continuation of Biblical Theology 311 with more attention to syntax and reading.

411. NEW TESTAMENT GREEK (3)

A continuation of Biblical Theology 312. Special attention is given to irregular verbs and reading, special drills in handling and identifying irregular verbs and reading drills.

412. NEW TESTAMENT GREEK (3)

A continuation of Biblical Theology 411. A course in reading New Testament Greek, beginning with the simpler portions of the New Testament and an introduction to more difficult portions of the New Testament.

401. PROPHECY (3)

An analytic and eschatological study of the Old Testament prophets, with special emphasis on

prophecy of Christ's first and second advents and the church.

402. PROPHECY (3)

A continuation of Biblical Theology 411 with special attention given to a synthesis of Old Testament prophecy with the Revelation.

421. NEW TESTAMENT EPISTLES (3)

A study of the background of the New Testament epistles with some attention to the critical problems of the epistles. A theological and analytic study of the epistles.

422. NEW TESTAMENT EPISTLES (3)

A continuation of Biblical Theology 421.

431. PASTORAL EPISTLES (2)

An exegetical study of the pastoral epistles complementary to Biblical Theology 421 and 422. This course also gives attention to the practical aspects of these epistles complementary to Pastoral Theology.

441. GENERAL EPISTLES (2)

A theological and exegetical study of the general epistles, complementary to Biblical Theology 421 and 422.

SYSTEMATIC THEOLOGY

111. INTRODUCTORY DOCTRINES (2)

A course designed to acquaint the student with major systems of theological thought, and to give him a working knowledge of the more fundamental and practical doctrines of the church, dealing particularly with the doctrines of salvation.

112. INTRODUCTORY DOCTRINES (2)

A continuation of Systematic Theology 111.

311. SYSTEMATIC THEOLOGY (3)

An advanced study of theology. Course begins

with the doctrine of revelation and proceeds systematically through the body of the Christian faith.

312. SYSTEMATIC THEOLOGY (3)

A continuation of Systematic Theology 311.

421. APOLOGETICS (3)

An introduction to polemical thought with special attention given to a vindication of the cardinal doctrines of Christianity: especially, revelation, theism, and the deity of Christ.

422. APOLOGETICS (3)

A continuation of Systematic Theology 421.

PRACTICAL THEOLOGY

Christian Education

101. CRAFTS (3)

To give students a working knowledge of crafts for use in Vacation Bible Schools, youth camps, public school, and in any other area of interest and endeavor.

111. SUNDAY SCHOOL ADMINISTRATION (3)

A study of the development of the Sunday School, including the principles and methods of Sunday School growth, organization, objectives, extensional services and evangelism. Attention will be given to the theory and techniques of teaching.

112. PREPARATION OF YOUTH PROGRAMS (2)

Designed for the purpose of improving programs, particularly in local Y.P.E.'s and adaptable to other local groups; attention is concentrated on materials and methods of building and presenting interesting and varied programs. Personal files of materials are collected by each student.

132. INTRODUCTION TO CHRISTIAN EDUCATION (3)

This will be a survey of the educational work of the church, including its history, purpose, organization curriculum and leadership. This will include the Sunday School, Y.P.E., Vacation Bible school, weekday church school, youth camps and youth clubs. Emphasis will be given to the persons involved in the learning process in the church—a survey of age characteristics and needs, and the church's responsibility to them.

200. VACATION BIBLE SCHOOL (3)

A study of all phases of the vacation church school.

221. AUDIO-VISUAL AIDS (2)

Presentation, demonstration, and discussion of various types of audio-visual devices, with experience in producing some practical materials and operation of projectors.

301. PASTORAL LEADERSHIP IN CHRISTIAN EDUCATION (3)

This survey of the total program or Christian education in the local church is designed especially for pastors and full-time church workers. The problems of organization, leadership training, public relations, buildings and equipment, stewardship, worship and supervision will be studied. An introduction to the agencies and curriculum of Christian education in the local church will be given—Sunday School, Y.P.E., Vacation Bible School, Lamplighters, women's work, men's fellowship, weekday church schools, missionary education and membership training classes. Effort is made to help the student see how he can develop a balanced purposeful and comprehensive program of Christian education.

EVANGELISM

131. PERSONAL EVANGELISM (2)

A study of the basic principles of personal evangelism. Special attention is given to the particular problems confronted in personal soul-winning. Considerable Scripture memorizing is required.

MISSIONS

302. BIBLE BASIS OF MISSIONS (2)

What the Bible teaches about God's plan for the propagation of the gospel, from Genesis to Revelation with special emphasis on the book of Acts as the example for the Church Age. Person, prayer, and purse are the trunklines of missionary energy. One semester.

PASTORAL TRAINING

311. CHURCH ADMINISTRATION AND ORGANIZATION (2)

A study of functional church organization. Attention is given to the place and duties of committees and boards of the local congregation. Special study is given to the place and organization of the church auxiliaries.

312. CHURCH ADMINISTRATION AND ORGANIZATION (2)

A continuation of Practical Theology 311, with special emphasis on the church auxiliaries and the choir organization. Special emphasis on ministerial ethics and etiquette.

411. PASTORAL THEOLOGY (3)

A study of pastoral duties in the conduct of public worship and private ministry to the flock. Attention is given to special services such as administering the sacraments, conducting funerals, weddings, etc.

412. PASTORAL COUNSELLING (3)

The pastor's duty and opportunity to offer personal counselling in the office, the home, and the pulpit. The principles of counselling and adjustment, with the more common causes of nonadjustment.

422. VISITATION EVANGELISM (2)

Study of the purposes and methods of home visitation evangelism. The organization and carrying out of a plan for visitation for special evangelistic campaigns and for a year-round program.

SPEECH AND HOMILETICS

111. FUNDAMENTALS OF SPEECH (3)

A beginner's course in basic principles of speech directed toward the establishment of habits of good speech.

112. PUBLIC SPEAKING (3)

A course in platform theory and practice for those who wish to develop fundamental skill in direct public address.

231. HOMILETICS (2)

A practical course in homiletics, with actual practice in the preparation, arrangement, and delivery of sermons. Considerable attention is given to style of the great preachers of various ages and broad reading in the homiletical field is expected of each student.

232. HOMILETICS (2)

A continuation of Practical Theology 231.

HISTORICAL THEOLOGY

211. CHURCH HISTORY (3)

A study of the Christian church from the apostles to the present age. Special emphasis will be given to the major reform movements of the Church.

212. CHURCH HISTORY (3)

A continuation of Historical Theology 211. The last nine weeks of the semester is a study in the history of Christian Missions.

311. CHURCH POLITY (2)

A brief study of the history of the Church of God. A scriptural study of the church government, and thorough study of the organization of the Church of God.

312. CHURCH POLITY (2)

A continuation of Historical Theology 311.

321. HISTORY OF DOGMA (3)

A historical study of the development of all the major doctrines of the Christian faith and their formulation and acceptance. Elective; offered on demand.

DEPARTMENT OF MUSIC**Auditions**

Auditions in applied music will be given all new music students. These will be given during registration in order to determine the student's level of proficiency in his major field. Sight-reading will be a part of the audition. The student must show promise of developing skills and talents that will equip him to serve successfully as a minister of music. Entrance deficiencies must be made up without credit within the first year.

DESCRIPTION OF COURSES**Applied Music****ACCORDION (1)**

The aim and purpose of the accordion department is to prepare students for evangelistic and mission services in the general church program.

ORGAN (1)

The aim and purpose of the organ department is to prepare students for church and recital work. Special emphasis is placed throughout the course on service playing. Students play for chapel and other services. Thorough background in piano is required as a prerequisite.

Four Year Course in Organ

This material is planned for the student who is majoring in organ and requires at least three hours of daily practice.

First Year

Stainer: The Organ
Dickinson: Art and Technique of Organ Playing
Trio Studies for Manuals and Pedals
Bach's Short Preludes and Fugues
Chorale Preludes (Orgelbuchlein)
Hymns

Second Year

Continuation of pedal exercises and studies for manuals and pedals
Brahms: Choral Preludes
Bach: Chorale Preludes
Boellmann: Suite Gothique
Modern works from Bingham, Franck, Messiaen

Third Year

Gleason: Method of Organ Playing
Continuation of pedal exercises and scales
Works equivalent in grade of difficulty to Bach: Prelude and Fugue in A Minor;

Bach: Third Sonata

Franck: Prelude, Fugue and Variation

Mozart: Fantasia in F

Selected works from Bonnet: "Historical Recital," as
Frescobaldi, Buxtehude, Pachelbel, Clerambault

Fourth Year

Works selected from the following:

Bach: Toccata and Fugue in D Minor, Fantasia and
Fugue in G minor, Passacaglia and Fugue in C minor.

Franck: Piece Heroique, Chorale in A minor.

Sowerby: Carillon

Mendelssohn: Sixth Sonata

Handel: Organ Concertos

Karg-Elert: Choral Improvisations

Widor: Selected movements from the ten organ sym-
phonies.

Senior Recital.

PIANO: GENERAL INFORMATION

Sight reading is given at every exam except the
two exams for Division I.

A melodious study is required for both exams of
Division I. From Division II and up a melodious study
for style, phrasing, etc., is required only at the first
exam of each Division.

One movement only of a sonatina or sonata is re-
quired at the second exam of Division II through
Sophomore exams.

There should be no pedal in Czerny or technical
studies.

A well-controlled pedal is required in Bach for fresh-
man and sophomore work.

There should be no pedal in Bach in the first four
Divisions.

Hand positions should be definitely marked.

At every exam after Division II, a gospel song or
hymn is to be played to determine progress in im-
provizing.

PREPARATORY COURSE**Primary Division**

No examination required. Material is left to the discretion of the teacher.

Division I (1-2)**Requirements:**

- A. Major and minor scales. Played two octaves, hands separately.
- B. Technical etude.
- C. Melodious etude.
- D. Early classic.
- E. Composition from memory.
- F. Chord introduction.

Division II (1-2)**Requirements:**

- A. Scales for first examination played one and two notes to a beat, each hand alone. Broken chords, one note to a beat on each note of triad through one octave. For second examination, scales are played one and two notes to a beat, hands together. Broken chords are still hands separately.
- B. Technical etude.
- C. Melodious etude.
- D. Bach
- E. Sonatina
- F. Composition from memory
- G. Sight reading

Division III (1-2)**Requirements:**

- A. Scales and arpeggios, major and minor, hands together played one, two, and three notes to a beat for both examinations.
- B. Technical etude
- C. Melodious etude

- D. Bach
- E. Sonatina
- F. Composition from memory
- G. Sight reading
- H. Hymn improvisation

Division IV (1-2)

Requirements:

- A. Scales and arpeggios—major and minor, played one, two, three, and four notes to a beat, hands together, at both examinations. Arpeggios played on each note of the triad and at both exams. For first exam the beat is 72-1, for the second exam the beat is 84-1.
- B. Technical etude—Czerny 636.
- C. Melodious etude
- D. Bach
- E. Sonata
- F. Composition from memory
- G. Sight reading
- H. Hymn improvisation

DEGREE COURSE

Freshman Year (1-2)

SCALES

M.M. 88 (for both exams), four notes to beat in four octaves with contrary motion.

ARPEGGIOS

Triad arpeggios, three positions, same form. (Contrary motion twice each time.)

STUDIES

Czerny Op. 299 Bk. I for first exam, Bk. II for second semester exam. Heller, Op. 45, or Op. 81 or collective or Concone Op. 31.

ACCEPTED

Bach
Little Preludes and Fugue recommended.
Two part inventions.

SONATAS

Haydn, Mozart, or Beethoven, for second semester exam, any one movement memorized. No melodious study.

COMPOSITIONS

Memorized. Octave studies (continued) for teaching.

ARPEGGIOS**Sophomore Year (1-2)****SCALES**

Major and minor (harmonic raised 7th) scales, played in thirds, sixths, and tenths. First exam M.M. 92—second exam M.M. 100 (4 notes to beat)

ARPEGGIOS

Sixths and tenths.

STUDIES

Czerny Op. 299, Bk. III for first semester exam, and Bk. IV for second semester examination.

MELODIOUS STUDY

Songs without words—Mendelssohn. Three part inventions or English or French. Suites, Sonata. Haydn, Mozart, or Beethoven—one movement memorized.

COMPOSITIONS

From classic, romantic, or modern period memorized.

Junior Year (1-2)**SCALES**

Major and minor scales, contrary motion, thirds, sixths, and tenths; first exam M.M. 96, second exam 104.

ARPEGGIOS

Diminished sevenths.

STUDIES

Czerny Op. 740. Bach: Well-tempered Clavichord. Sonata: One movement memorized for first exam. Chopin: Selected, Composition: Memorized.

CONCERTO

One movement in junior second exam. Recital will take place of second semester exam.

Piano Accompaniment

For those whose emphasis is in piano. Experience as a studio accompanist and also accompanying instrumental and choral groups.

VOICE**Freshman Year (1-2)**

Vocal methods, posture, breathing, diction, tone-building, vocalizes selected from Vaccai, Concone, and Sieber. Easy Bach, Handel, and Purcell Songs.

Sophomore Year (1-2)

Vocal methods and vocalizes continued; interpretation, oratorio, classics in Italian, German, and French.

Junior Year (1-2)

Vocalizes continued. Oratorio and operatic arias, song cycles of Schubert and Schumann. Classics in German, Italian and French.

Senior Year (1-2)

Repertoire and program building. Lieder, song cycles. Recital songs from classic, romantic, and contemporary composers. Public recital of at least 45 minutes using standard repertoire music.

(Emphasis is placed on sacred song literature throughout the voice course.)

Diction (1)

The purpose of the diction courses is to present a clear understanding of the pronunciation and enunciation of the Italian, French, and German language as they are used in singing.

ITALIAN DICTION (2)

One hour per week, first semester.

FRENCH DICTION (2)

One hour per week, second semester.

GERMAN DICTION (2)

One hour per week, first semester.

BAND**103 (1)**

Training and practice in the technique of band music. Experience in both marching and concert band. Open to those who play band instruments.

104, 203, 204, 303, 304, 403, 404 (1)

A continuation of band 103.

BASIC THEORY**98, 99 (2)**

A study of the elements of notation, dictation, and sight singing designed for those without previous experience. No credit for music majors. If the student is deficient in this area, he is required to complete this course.

141, 142 (3)

This is primarily a Harmony course. Scales and intervals are reviewed. Melody writing is begun here. Primary and secondary triads in close and open positions, cadences in major and minor keys, dominant seventh chord, and their inversions.

241, 242 (3)

This study includes diatonic sevenths and ninths, modulations, passing tones, appoggiaturas, suspensions, pedal points, altered chords, chromatic and mixed chords.

CHOIR**101 CAMPUS CHOIR (1)**

A select group of mixed voices. Training in choral music. Concert each semester. Admission on ap-

proval of instructor.

102, 201, 202, 301, 302, 401, 402 (1)

A continuation of Campus Choir 101.

107 TOURING CHOIR (1)

A select group of mixed voices chosen from Campus Choir. An extended tour each semester. Occasional week-end off-campus appearances. Periodic professional recordings made of this choir.

108, 207, 208, 307, 308, 407, 408, (1)

A continuation of Touring Choir 101.

105 LADIES CHOIR (1)

A select group of ladies' voices. Training in choral music for treble voices. Concert each semester. Admission on approval of instructor.

106, 205, 206, 305, 306, 405, 406. (1)

A continuation of Ladies Choir

105 MALE CHOIR (1)

A select group of male voices. Training in choral music for male voices. Concert each semester. Admission on approval of instructor.

106, 205, 206, 305, 306, 405, 406, (1)

A continuation of Male Choir 105.

COMPOSITION

341, 342, (2)

A study of all the formal designs and methods of structural treatment in the homophonic domain of musical composition, as revealed in classical or standard writings. A study of hymn and gospel song form is included. The student is expected to imitate these designs and methods, and to look for additional illustrations and confirmations in general musical literature, Prerequisite Basic Theory 241, 242.

CONDUCTING

431, 432 (2)

Fundamentals of conducting technique with and

without baton. Choral and instrumental conducting. This course includes participation in and conducting of training organizations. Study and interpretation of standard choral repertoire. (Score reading)

COUNTERPOINT

421, 422 (2)

Two and three voice counterpoint, small canons and inventions in various forms. Some free melody in two voices.

FORM AND ANALYSIS

400 (2)

A study of the structural elements in music. Binary, ternary rondo, sonata, and various contrapuntal forms. Sacred and classical material will be analysed.

HISTORY OF MUSIC

311, 312 (3)

A general survey of the evolutions of music from the earliest times to the present, including the influence of the general historical background upon the significant movements in music history. The study of representative works from the various periods of music history is made from scores and illustrated by records. A great deal of parallel reading is required.

HYMNOLOGY

221 (2)

A historical study of hymn tunes and texts. An extensive review of contemporary hymnals.

INTRODUCTION TO CHURCH MUSIC

321, 322 (3)

A course integrating music into all the church ac-

tivities developing musical churches through church music schools and the multiple choir system. A section will be devoted to theory and song leadership. This includes general studies pertaining to the music ministry of the church: congregational activities, hymnology, Biblical backgrounds of church music, and the organization and administration of a church music ministry.

MUSIC IN CHRISTIAN EDUCATION

222 (2)

A study of the use of music in Christian education. Graded music is studied for use in Sunday Schools, Vacation Bible Schools, and graded choirs.

MUSIC SURVEY

110 (2)

An introductory course designed to acquaint the student with the principal styles of music. Extensive use of phonograph recordings throughout the semester.

SEMINAR AND FIELD WORK

450 (2)

Student doing the practical work as a Minister of Music.

SIGHT SINGING AND EAR TRAINING

131, 132 (2)

Study and practice of melodic material as rhythm and pitch design. Sight reading and dictation, stressing tonality. This study aims to develop in the pupil a sense of rhythm, intonation, and tonality by means of the voice independent of the instrument. Prerequisite—some experience in notation.

231, 232 (2)

Sight singing and dictation of melodies chosen from different styles and periods including more diffi-

cult chromaticism in all clefs; modulation, modal melodies and complex rhythms. Dictation of two voice counterpoint and two voice compositions will be included as well as indentifying harmonic progressions.

TEACHING METHODS

411, 412, (3)

Methods of teaching music to children of various age groups. Methods of teaching short term church music schools. Methods of private instruction in voice and/or piano.

DIPLOMA COURSE**(Religious Education Division)****PURPOSE**

The division of Religious Education is a division of the Bible College. This program attempts to give the student of religion the most wholesome of spiritual and intellectual development, to help him construct a practical moral philosophy, to build his faith upon a deeper understanding of religious truths, and to instill within him a greater appreciation of the highest values of a life of service to God and man. It proposes to take students as they are and help them advance as far as possible.

ADMISSION REQUIREMENTS

Students who have the basic skills of reading and writing are taken as they are and placed in appropriate classes. We expect high school graduates to enroll in the Junior College course in religion or in the Bible College. Students who are not high school graduates or who are eighteen years of age and have the basic skills of reading and writing will be considered for admission.

SPECIAL NOTICE TO HIGH SCHOOL GRADUATES

The high school graduate who desires to prepare himself for the ministry should study the Junior College course in religion or the Bible College course. The Junior College course is designed for the high school graduate who has only a limited time to prepare himself for the ministry. It covers essentially the same areas as the ministerial course described below; however, since high school graduates have already completed elementary educational requirements, they are not required to repeat such requirements as spelling and grammar, but they are allowed to pursue work of a more advanced level. Consequently, they cover more in a shorter period of time. **THE JUNIOR COL-**

LEGE COURSE, AND THE BIBLE COLLEGE COURSE ARE FOR PROSPECTIVE MINISTERS. The Bible College course is designed to give the prospective minister, missionary, or church worker a thorough foundation in the arts and sciences with intensive religious preparation. We recommend both of these courses for the high school graduate. In the Religious Education Division, an attempt is made to take the individual at his educational level and give him the course from which he is likely to profit most. If you do not understand which course you should enter, contact the president or the head of division for further information.

HIGH SCHOOL CURRICULUM

For those students who need and desire work in the high school, Lee College maintains an accredited high school division open to students of religion and to other special students. All ministerial students should have, or acquire, a high school education.

DEPARTMENTAL DIVISION

With specialization as an aim, the Religious Education Division is organized into two courses: namely, Missions Course, and Ministerial Course. Each course, with its aims and regulations, is described below.

LOAD LIMITS

The minimum load of semester hours for any student in the Religious Education course is 12 hours. The maximum load is 20 hours. Veterans, see "Information for Veterans."

General Requirements for Graduation

No student will be permitted to graduate from the Religious Education Division who has not demonstrated the ability to write and speak good English. Any stu-

dent found deficient in the fundamentals of good reading, writing, spelling, and language usages will be assigned such subjects as the academic administration of his division deems necessary and will not be permitted to graduate until he has corrected his deficiencies.

An average of 17 semester hours a semester, or a total of 103 hours and 103 quality points during the three-year course, is required for graduation.

The administration of the school will make every reasonable effort to assure the student of graduation according to his schedule; however, it is the student's responsibility to follow the required course of study. Failure to meet any graduation requirement will rest upon the student and not upon the administration or faculty advisors.

A comprehensive examination on the Bible and related fields is required of all graduates. This examination must be completed at least six weeks before the date of graduation.

Completion of the academic requirements alone will not be accepted as satisfaction of the graduation requirements of the Religious Education Division. The student must be approved for graduation by consent of the faculty. This approval is based on the student's moral and spiritual caliber as evidenced by his conduct, attitudes, and religious service.

DIPLOMA

For 103 semester hours of required and elective work satisfactorily completed and 103 quality points, the student is given a diploma showing completion of the course.

SCHEDULE OF COURSES

MISSIONS COURSE

The Missions Course is designed to prepare and qualify the student of missions for the work of a missionary.

FIRST YEAR

First Semester			Second Semester		
Course	Sem.	Hrs. Cr.	Course	Sem.	Hrs. Cr.
Grammar I		3	Grammar I		3
Speech		3	Speech		3
Old Testament Narrative		3	Old Testament Narrative		3
Music Theory and Sight			Music Theory and Sight		
Singing		3	Singing		3
New Testament			New Testament		
Narrative		3	Narrative		3
Orthography and			Orthography and		
Spelling		3	Spelling		3
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18			18		

SECOND YEAR*

First Semester			Second Semester		
Course	Sem.	Hrs. Cr.	Course	Sem.	Hrs. Cr.
Epistles		3	Epistles		3
Christian Education		3	Christian Education		3
Grammar II		3	Grammar II		3
Doctrines		2	Doctrines		2
Personal Evangelism		2	Church History		3
Church History		3	<hr/>		
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THIRD YEAR*

First Semester			Second Semester		
Course	Sem.	Hrs. Cr.	Course	Sem.	Hrs. Cr.
Missionary Methods		3	Missionary Methods		3
Bible Atlas		3	Christian Evidence		3
Missionary Lands		2	Lives of Missionaries		2
English Lab. and Comp.		3	English Lab. and Comp.		3
Foreign Language		3	Foreign Language		3
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14			14		

MINISTERIAL COURSE

The Ministerial Course is designed to prepare the ministerial student for a practical, spiritual, and intelligent ministry.

FIRST YEAR

First Semester			Second Semester		
Course	Sem.	Hrs. Cr.	Course	Sem.	Hrs. Cr.
Old Testament			Old Testament		
Narrative		3	Narrative		3
New Testament			New Testament		
Narrative		3	Narrative		3
Music Theory and Sight			Music Theory and Sight		
Singing		3	Singing		3
Grammar I		3	Grammar I		3
Orthography and			Orthography and		
Spelling		3	Spelling		3
Speech		3	Speech		3
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18			18		

SECOND YEAR*

First Semester			Second Semester		
Course	Sem.	Hrs. Cr.	Course	Sem.	Hrs. Cr.
Homiletics		3	Homiletics		3
Epistles		3	Epistles		3
Doctrines		2	Doctrines		2
Church Polity		2	Church Polity		2
Grammar II		3	Grammar II		3
Personal Evangelism		2	Missions		2
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15			15		

THIRD YEAR*

First Semester			Second Semester		
Course	Sem.	Hrs. Cr.	Course	Sem.	Hrs. Cr.
Sys. Theol.		3	Sys. Theol.		3
Church History		3	Church History		3
Pastoral Theology		3	Pastoral Theology		3
Christian Education		3	Christian Education		3
English Lab. and Comp.		3	English Lab. and Comp.		3
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15			15		

*These courses for the second and third year curriculum are selected from the Bible College curriculum.

DESCRIPTION OF COURSES OFFERED IN THE
DIVISION OF RELIGIOUS EDUCATION

First Year (Freshman)

NEW TESTAMENT NARRATIVE (6)

A study of the intertestament period. A chronological study of the life of Christ, with some attention given to problems of harmony. A historical study of the Acts of the Apostles. Two semesters.

GRAMMAR I (6)

A study of the basic grammar of the English language with special emphasis on good sentence construction. Required of all students who have not completed high school, except those whose knowledge of grammar has prepared them for work in Grammar II. Two semesters.

MODERN CULTS (2)

A study of modern religious beliefs of America which are contrary to orthodox principles of Christianity. One semester.

OLD TESTAMENT NARRATIVE (6)

Prerequisite to all Old Testament studies. A study of the historical narrative of the first seventeen books of the Old Testament—Genesis through Esther. Two semesters.

SPELLING (6)

A study of the diacritical markings and pronunciation as given in self-pronouncing Bibles and the dictionary. Emphasis will be placed on word formation and spelling. Two semesters.

SPEECH (6)

A study of the fundamentals of public speaking. Two semesters.

THEORY OF MUSIC (6)

A study of the fundamental principles of music, sight singing, and ear training and conducting. Three hours a week recitation and conducting. Two semesters.

Academy

PURPOSE

The purpose of the Academy is twofold. First, it is to offer three years of high school training in a Christian environment. Boys and girls of this age need sympathetic teachers who understand them and who know how to guide them in making right decisions. Close association with students in the college and Division of Religious Education serves as an inspiring influence. Second, it is to give opportunity to mature students who have not had the advantage of a high school education. These students appreciate the opportunity of completing their high school education where there are others of their own age and teachers who understand their problems.

ACCREDITATION

The work done in the Academy is accredited by the Tennessee Department of Education, and by the Southern Association of Colleges and Secondary Schools. All credits are transferable.

ADMISSION

Students desiring admission should make application in advance. An official transcript from the last school attended, together with a certificate of honorable dismissal, must be filed in the office of the registrar before application for admission can be accepted. This transcript must be sent directly from the office of the last school attended.

Satisfactory completion of three units is required for admission to the lowest class of the Academy. For entrance to higher classes, classification is as follows, a transcript showing:

1. A minimum of three units entitles a pupil to second-year classification.
2. A minimum of seven units entitles a pupil to third-year classification.
3. A minimum of eleven units entitles a pupil to fourth-year classification.

AMOUNT OF WORK

Not more than the highest ranking twenty-five per cent of the student body shall carry for credit more than four units in any year. This privilege, when granted, shall be based on the record made by the pupil during his preceding year in the high school. No pupil shall carry for credit more than five units in any year. No resident student will be allowed to take less than four units and physical education, except with special permission from the administration. As a rule, sickness and work will be the only valid excuses.

DESCRIPTION AND DEFINITION OF UNITS

A unit is equivalent to not less than five fifty-five-minute recitations a week in each branch of study for a year of thirty-six weeks.

REQUIREMENTS FOR A DIPLOMA

The following pattern of courses shall be required for graduation:

English	4 units
Mathematics	1 unit
American History	1 unit
Health Education	1 unit
One Major	3 units
Two Minors	4 units
Bible	1 unit
Free Electives	1 unit
TOTAL	16 units

A major represents a minimum of three units in one particular subject matter field.

A minor represents a minimum of two units in one particular subject matter field.

The required unit in mathematics shall be the unit in arithmetic or in the first course in algebra.

One unit in algebra shall always be regarded as a prerequisite to plane geometry.

To graduate, a pupil must show a clear record, not

only in scholarship, but also in attitude and conduct.

Seniors who fail to have the necessary units for graduation may participate in the graduating exercises if requirements for graduation can be met in Summer School.

COURSES OF INSTRUCTION

Art

A one-unit course open to any year of high school.

Commercial

1. BOOKKEEPING

A one-unit course open to third- and fourth-year pupils.

2. TYPEWRITING I

A one-unit course open to third- and fourth-year pupils.

3. TYPEWRITING II

A one-unit course open to fourth-year pupils.

4. SHORTHAND I

A one-unit course open to third- and fourth-year pupils.

5. SHORTHAND II

A half-unit course open to fourth-year pupils.

6. SECRETARIAL PRACTICE

A half-unit course open to fourth-year pupils.

English

Four units are required for graduation. Each unit includes thorough training in grammar, composition, and literature, and shall be so planned and organized by the teacher as to meet the needs of his pupils.

French

A one-unit course open to third- and fourth-year pupils.

Home Economics

A three-unit course for girls. The content of the courses shall consist of the following elements:

- a. Food and Nutrition
- b. Clothing Selection and Construction
- c. Home Management
- d. Child Care and Home Nursing
- e. Personal Development and Group Relationship
- f. Practical Art

The first unit should be taken in the first year, but is open to all years.

The second unit should be taken the second year, but is open to all girls who have completed the first year.

Improvement of Study Skills

A one-unit course open to any year of high school. The content of the course shall consist of the necessary techniques for effective study.

Manual Art

A two-unit course in woodwork open to any year of high school.

During the first year, students will be introduced to the use of hand tools, power tools, and elementary soldering.

During the second year, students become acquainted with the advanced uses of power tools and are introduced to cabinet making. Both courses are valuable to prospective missionaries.

Mathematics

1. ARITHMETIC

A one-unit course open to all pupils. Students who have had one unit in algebra are ineligible to take arithmetic.

2. ALGEBRA I

A one-unit course open to second-year students.

3. ALGEBRA II

A one-unit course open to second- and third-year students.

4. PLANE GEOMETRY

A unit course open to third- and fourth-year pupils. One unit in algebra is a prerequisite to this course.

Music

Courses open to pupils of any year of high school:

Glee Club	1 unit
Band	1 unit
Class Voice	No Credit

Physical Education

A two-unit course required for graduation. One-half unit a year may be earned. The time allotment for each year is five fifty-five-minute periods a week for thirty-six weeks.

Science**1. BIOLOGY**

A unit course open to second-year pupils.

2. CHEMISTRY

A unit course open to third- and fourth-year pupils.

3. PHYSICS

A unit course open to third- and fourth-year students.

Social Studies**1. PHYSICAL GEOGRAPHY**

A half-unit course open to second-year pupils.

2. ECONOMIC GEOGRAPHY

A half-unit course open to second-year pupils.

3. WORLD HISTORY

A unit course open to second- and third-year pupils.

4. AMERICAN HISTORY

A unit course open to fourth-year pupils. Required for graduation.

5. ECONOMICS

A half-unit course open to fourth-year pupils.

6. SOCIOLOGY

A half-unit course open to fourth-year pupils.

7. BIBLE

A one-unit course open to any year of high school. First Semester: A comprehensive survey of the Old Testament. (The Bible is the textbook.) Second Semester: A study of the period between the Old and New Testaments, detailed study of the life of Christ, history of the early church, main themes of all the New Testament books.

Spanish

A one-unit course open to third- and fourth-year pupils.

Speech

A one-unit course in fundamentals of speech open to third- and fourth-year pupils.

Junior College

Purpose

The basic functional philosophy of the Junior College is to provide a general education designed to develop within its pupils such appreciations, understandings, abilities, and attitudes as are needed for responsible Christian living in the home and in the community.

Broadly understood, "responsible Christian living" includes not only social and personal adequacy but also a sense of economic self-sufficiency, as well as intellectual and spiritual insight into the problems of human relations. It is hoped that with such insights the pupils may be enabled to make enlightened choices and thus better serve God and man.

For this reason the curricular offerings are designed to develop within each pupil:

1. An understanding of his own mental and social life as well as that of his associates so that he may gain insight into the motives and behavior of others.

2. An understanding of the nature and problems of organized society, past and present, and his relation to it.

3. An understanding of the world in which he lives, both organic and inorganic, in theory and practice.

4. An appreciation of enduring spiritual values whereby he will become increasingly aware of Christianity as a vital part of life.

5. Vocational efficiency.

ADMISSION REQUIREMENTS

Application

Students desiring to make application for the Junior College should complete the preliminary application blank at the end of this catalog and mail it to the registrar.

Admission by Certificate

A graduate of an accredited high school must have an official transcript sent directly from the office of the high school to the registrar before an application will be accepted. Students will be granted admission to the college upon the receipt of a record of fifteen units of work satisfactorily completed and evidence of high school graduation.

High school subjects which may be offered for entrance:

Class A

	Maximum Units		Maximum Units
English	4	Plane Geometry	1
Foreign Language		Solid Geometry	$\frac{1}{2}$
French	3	Sociology	1
German	3	Physiography	1
Latin	4	Physiology	1
Greek	3	Zoology	1
Spanish	3	Biology	1
Music		Chemistry	1
Appreciation	1	General Science	1
Harmony	1	Physics	1
Performance	1	Civics	1
Mathematics	2	Economics	1
Algebra	2	History	4
Trigonometry	$\frac{1}{2}$	Botany	1

Class B

	Maximum Units		Maximum Units
Agriculture	2	General Mathematics	1
Arithmetic (Business)	1	Home Economics	3
Business Subject	3	Shopwork	2
Drawing	2	Vocational Teachers Training	3

Unit: Represents thirty-six weeks' study in a subject in high school, classes meeting five times a week.

For entrance, at least three of these units must be in English; one unit should be in mathematics, and enough in electives from Group A to make 10 units. The other five units may be chosen in any of the subjects in either Class A or Class B.

Admission by Examination

Non-veterans who are not high school graduates but have been issued an equivalency diploma by a State Department of Education, will be considered for admission. (Further information concerning this equivalency diploma can be obtained from the State Department of Education in the respective states.)

Admission of Students with Advanced Standing

Students from accredited colleges or universities will be admitted without examination provided they have been granted honorable dismissal. They must present an official transcript showing work done.

Except in special cases, a student who has failed in another institution and cannot remain in that institution will not be admitted to Lee College.

Removal of entrance conditions must be accomplished by the end of the first year.

In general, Lee College follows the same policy in accepting work from a school that is not a member of a regional association as is followed by the state university of the state in which the school is located.

Admission of Veterans

Veterans who apply for admission must meet the same requirements as non-veterans unless they enter on the basis of a G.E.D. Test. Full details on entering the Junior College by means of the G.E.D. Test may be obtained from the registrar of Lee College. Students must complete the test and make an average score of forty-five before registering for college.

MAXIMUM AND MINIMUM WORK

The number of semester hours of work required for the completion of each year of the curriculum is established by the College. The normal load for a semester for all students is fifteen hours. Students with an established record for superior quality may take

a maximum of nineteen hours provided the application is properly approved at the time of registration. The minimum load for classification as a full-time student is twelve hours. A student who is not doing satisfactory work because of his inability to carry a full schedule may be requested by a faculty advisor to drop one or more courses.

REQUIREMENTS FOR GRADUATION

Associate of Arts Diploma

Students who have completed satisfactorily two full years of college work with a minimum of sixty-four hours credit and one quality point for each credit hour are awarded the diploma of Associate of Arts. In order to receive this diploma, the candidate must meet the requirements of one of the following programs and be in residence at least one semester.

Program I. Senior College Preparatory Program

A. Liberal Arts Emphasis

B. Commercial Emphasis

C. Teacher-Training Emphasis

Program II. Terminal Two-Year Commerce Program

A. Secretarial Science

B. Accounting

I. SENIOR COLLEGE PREPARATORY PROGRAM

A. LIBERAL ARTS EMPHASIS

This curriculum is designed to give the student a well-balanced cultural training. The requirements are proportionally distributed in three general fields—the humanities, the social sciences, and the natural sciences. It provides the foundation of general knowledge for the student preparing for the liberal professions, such as law, journalism fine arts, and theology. Students enrolled in this course will be required to take at least fifty-three semester hours of basic

courses. The remaining hours may be elected from music, art, and Bible, or other courses.

Freshman		Hours			Hours
English 111, 112		6	English 211, 212		6
Foreign Language 111, 112		6	Foreign Language 211, 212		6
Religion 101, 102		4	Music 110		2
Natural Science ¹		6-8	Art 110		2
Physical Education 1-2 ²		2	Religion 201, 202		4
Psy. 101		1	Physical Education 1-2 ²		2
Electives		6	Social Science ³		6
		-----	Electives		4-6
		31-33			-----
					32-34

1. Natural Science—Biology, Chemistry, Physics or Mathematics.
2. Four hours of Physical Education (activity) are required for all students except veterans.
3. History 111, 112, or 211, 212.

B. COMMERCIAL EMPHASIS

First Year

First Semester			Second Semester		
Course	Sem.	Hrs. Cr.	Course	Sem.	Hrs. Cr.
English 111		3	English 112		3
History 111, 211		3	History 112, 212		3
Bus. Ad. 111		3	Bus. Ad. 112		3
Religion 101		2	Religion 102		2
Natural Science ¹		3-4	Natural Science ¹		3-4
Phys. Ed. 1-2 ²		1	Phys. Ed. 1-2 ²		1
Psy. 101		1			-----
		-----			15-16
		16-17			

Second Year

First Semester			Second Semester		
Course	Sem.	Hrs. Cr.	Course	Sem.	Hrs. Cr.
English 211		3	English 212		3
Bus. Ad. 131		3	Bus. Ad. 132		3
Bus. Ad. 241		3	Bus. Ad. 242		3
Economics 211		3	Bus. Ad. 141		3
Religion 201		2	Economics 212		3
Phys. Ed. 1-2 ²		1	Phys. Ed. 1-2 ²		1
		-----			-----
		15			16

1. Natural Science—Biology, Chemistry, Physics or Mathematics.
2. Four hours of Physical Education are required for all students except veterans.

C. TEACHER-TRAINING EMPHASIS**First Year**

First Semester			Second Semester		
Course	Sem.	Hrs. Cr.	Course	Sem.	Hrs. Cr.
English 111		3	English 112		3
Religion 101		2	Religion 102		2
Phys. Ed. 1-2 ¹		1	Phys. Ed. 1-2 ¹		1
Natural Science ²		4	Natural Science ²		4
Psy. 101		1	Educ. 112		3
Educ. 111		3	Social Science		3
Social Science		3			
		-----			-----
		17			16

Second Year

First Semester			Second Semester		
Course	Sem.	Hrs. Cr.	Course	Sem.	Hrs. Cr.
English 211		3	English 212		3
Religion 201		2	Religion 202		2
Phy. Ed. 1-2 ¹		1	Phys. Ed. 1-2		1
Math 141 or 112		3	Phys. Ed. 102		2
Psychology 211		3	Psychology 212		3
Area of Certification		3	Mus. 110 or Art 110		2
		-----	Area of Certification		3
		15			-----
					16

1. Four hours of Physical Education are required for all students except veterans.
2. Natural Science—Biology, Chemistry or Physics.

II. TERMINAL TWO-YEAR COMMERCE PROGRAM**Purpose**

The two-year terminal program is designed to give the student who does not plan to continue his formal training beyond the first two years of college an opportunity to prepare himself for immediate employment in the commercial field. The terminal course is not advised for the student who plans to transfer to a four-year institution for a degree. (The student who plans a four-year program should take the suggested

Senior College Preparatory curriculum which also prepares one for immediate employment, but is of a less specialized nature.)

A. SECRETARIAL SCIENCE

Students who have had adequate preparation in the elementary principles of typewriting, shorthand, or bookkeeping in their high school work will be exempt from such elementary courses as would tend to duplicate any previous course work. Such students will take the intermediate courses for which their previous study has prepared them and will take the remaining hours required for graduation in a broad academic field.

Curriculum

First Year

First Semester			Second Semester		
Course	Sem.	Hrs. Cr.	Course	Sem.	Hrs. Cr.
English 111		3	English 112		3
Bus. Ad. 111		3	Bus. Ad. 112		3
Bus. Ad. 131		3	Bus. Ad. 132		3
Bus. Ad. 205		3	Bus. Ad. 141		3
Phys. Ed. 1-2		1	Phys. Ed. 1-2		1
Psy. 101		1	Elective		3
Elective		2			
<hr/>			<hr/>		
16			16		

Second Year

First Semester			Second Semester		
Course	Sem.	Hrs. Cr.	Course	Sem.	Hrs. Cr.
Bus. Ad. 251		3	Bus. Ad. 252		3
Economics 211		3	Economics 212		3
Bus. Ad. 241		3	Bus. Ad. 242		3
Bus. Ad. 231		3	Bus. Ad. 232		3
Bus. Ad. 211		3	Bus. Ad. 212		3
Religion 101 or 201		2	Religion 102 or 202		2
<hr/>			<hr/>		
17			17		

B. ACCOUNTING

Curriculum

First Year

First Semester			Second Semester		
Course	Sem.	Hrs. Cr.	Course	Sem.	Hrs. Cr.
English 111		3	English 112		3
Bus. Ad. 111		3	Bus. Ad. 112		3
Bus. Ad. 103		3	Bus. Ad. 141		3
Phys. Ed. 1-2		1	Bus. Ad. 104		3
Psy. 101		1	Phys. Ed. 1-2		1
Elective		4	Elective		4
<hr/>			<hr/>		
15			17		

Second Year

First Semester			Second Semester		
Course	Sem.	Hrs. Cr.	Course	Sem.	Hrs. Cr.
Bus. Ad. 251		3	Bus. Ad. 252		3
Bus. Ad. 241		3	Bus. Ad. 242		3
Economics 211		3	Economics 212		3
Religion 101 or 201		2	Religion 102 or 202		2
Phys. Ed. 1-2		1	Phys. Ed. 1-2		1
Bus. Ad. 205		3	Elective		5
<hr/>			<hr/>		
15			17		

DESCRIPTION OF COURSES

Department I. BUSINESS ADMINISTRATION
AND SECRETARIAL SCIENCE

103. BUSINESS LAW (3)
A study of the laws covering contracts, negotiable instruments, insurance, sales, corporations, mortgages, agencies, landlord and tenant with applicable case problems at the close of each chapter.
104. BUSINESS LAW (3)
A continuation of Business Administration 103.
111. TYPEWRITING (3)
A comprehensive study of the technique of "touch typing." A well-planned, carefully developed series of letter, figures, and word drills. A study of the various parts of the typewriter, and the care of the machine, as well as the manipulation of the different parts.
112. TYPEWRITING (3)
Continuation of sentence drills; the development of additional skills, techniques, and the typewriting of letters, Prerequisite: Typewriting 111 or one year of high school typewriting.
131. SHORTHAND (3)
A course in the basic principles of Gregg Shorthand introduced through lessons in reading shorthand plates, in writing shorthand forms, and drills from dictation. Special attention is given to fluency in reading and writing.
132. SHORTHAND (3)
A continuation of Shorthand 131. Prerequisite: Shorthand 131 or one year of high school shorthand.
141. BASIC MATHEMATICS (3)
This course consists of a review of addition, subtraction, multiplication, division, fractions, aliquot parts, and percentage. Other common business topics as pay rolls, trade and cash dis-

count, profit and loss, marked price and commission and brokerage are studied.

205. BUSINESS MACHINES AND FILING (3)

This course covers principles and practice in the operation of adding, calculating and duplicating machines and a thorough working knowledge in the various filing systems.

211. TYPEWRITING (3)

Special emphasis given to speed and accuracy in continuous writing, mastery of tabulation, manuscript typewriting, and stenciling. Prerequisite: Typewriting 112 or two years of high school typewriting.

212. TYPEWRITING (3)

Continuation of 211. Typewriting of reports, legal documents, rough drafts, and various office forms.

231. SHORTHAND (3)

Dictation of new material at the rate of 60, 80, and 100 words a minute for a continuous interval of time. A reasonable reading and transcription rate with a mailable transcript is required; lectures and sermons submitted in manuscript form are required. Prerequisite: Shorthand 132, or two years of high school shorthand.

232. SECRETARIAL PRACTICE (3)

Prerequisite: Three semesters of shorthand and three semesters of typewriting. Emphasis is on accurate typewriting, tabulation, rough draft work, stencil cutting and other secretarial practices.

241. ACCOUNTING (3)

Two lectures and two hours laboratory. A continuation of the basic principles of accounting for proprietorship, purchases, sales, fixed assets and deferred charges, negotiable instruments, taxes and a practice set for a wholesale merchant.

242. ACCOUNTING (3)

Continuation of Accounting 241.

251. BUSINESS LETTER ENGLISH (3)
Prerequisite: One year of typewriting. Principles of correct grammar usage involving capitalization, punctuation, spelling, numbers and syllabication. The psychology of the business letter, preparation of various types of business letters, and an increase in twentieth century letter-writing vocabulary.
252. BUSINESS CORRESPONDENCE (3)
This course emphasizes the fundamentals of business letter writing. Special attention is given to form, punctuation, and to the different types of business letters.

Department II. EDUCATION AND PSYCHOLOGY

EDUCATION

111. INTRODUCTION TO EDUCATION (3)
A general survey of the field of education for the prospective teacher. It aims to orient the student in the field of teaching by a consideration of the objectives, functions, needs, and opportunities of the school in a modern democratic society.
112. HISTORY OF EDUCATION IN THE UNITED STATES (3)
A survey of the growth and development of elementary, secondary and higher education in the United States, from the early seventeenth century to the present.

PSYCHOLOGY

101. GENERAL ORIENTATION
A preparation of the student for college work. It teaches the student how to study, read, take examinations, and schedule his time.
211. GENERAL PSYCHOLOGY (3)
A study of the fundamental principles of human activities, including the aims and methods of

psychology, the relative contributions of heredity and environment to intelligence and individual differences, the origin and development of the individual; his emotions, motives, personality; the study of learning, memory, observation and thinking.

212. APPLIED PSYCHOLOGY (3)

A study of the principles of psychology as applied to adjustment, personality improvement, salesmanship, advertising, industry, child development, mental hygiene, and religion. Special emphasis is given to personal problems of students and some class time is devoted to discussion of these problems. Opinion tests, experiments, and surveys give the course added interest.

313. SOCIAL PSYCHOLOGY (3)

A survey of factors which underlie the processes of socialization. Special emphasis is placed on personality development and adjustment.

Department III. FINE AND APPLIED ARTS

ART

110 ART APPRECIATION (2)

Everyday objects, such as clothing and dress accessories, building, interiors, and household objects are analyzed to develop good taste in everyday living.

HOME ECONOMICS

101. ELEMENTARY CLOTHING CONSTRUCTION, TEXTILES (3)

Fundamental principles of selection and construction applied to garments using cotton, linen, and various other fabrics. Study and use of commercial patterns. Principles of fitting. Use and care of sewing machine. Emphasis is placed on

personal grooming, basic textile study, selection of appropriate clothing, clothing costs, commodity study of articles included in the wardrobe, and care of clothing.

102. **ELEMENTARY CLOTHING CONSTRUCTION, TEXTILES (3)**
A continuation of Home Economics 101.

MUSIC

110. **MUSIC SURVEY (2)**

An introductory course designed to acquaint the student with the principal styles of music. Extensive use of phonograph recordings throughout the semester.

Department IV. LANGUAGES AND LITERATURE ENGLISH

99. **REMEDIAL ENGLISH**
This is a non-credit course in grammar and good usage of English for freshmen who are found by a placement test to be deficient in this subject.
111. **ENGLISH COMPOSITION (3)**
A review of grammar and punctuation and a study of the fundamentals of composition.
112. **ENGLISH COMPOSITION (3)**
A continuation of 111, with special emphasis on original writings.
211. **THE LITERATURE OF ENGLAND (3)**
A survey course from 449-1784. The course includes the historical background for English literature, the biographies and works of the leading authors of this period, and collateral research reports. Prerequisite: English 111-112.

212. THE LITERATURE OF ENGLAND (3)
A continuation of 211, for the period 1760-1832. A study of versification, including stanza forms, types of sonnets, and scansion. Collateral reports. Prerequisite: English 111-112.
311. SURVEY OF AMERICAN LITERATURE (3)
A brief survey of American writers from the colonial period to the present day. A brief introduction is given to the work of Edwards, Franklin, Freneau, Irving, Bryant, Emerson, Thoreau, Hawthorne, Whittier, Lowell, Poe, Melville, Longfellow, Holmes, Whitman, Lanier, Dickinson, Twain, Riley, Markham, Robinson, and Frost. Some attention will be given to the literary contributions of political leaders and political thought of the various periods. Prerequisite: English 111, 112.
312. SURVEY OF AMERICAN LITERATURE (3)
A continuation of English 311.

READING

101. IMPROVEMENT OF LEARNING (2)
This course is planned for students who find difficulty in studying effectively. Emphasis is placed upon development of reading skills and study skills essential to academic success.
111. DEVELOPMENTAL READING (2)
This course is designed to acquaint the student with the more extensive analysis of the reading process. A thorough study of the skills involved in the development of reading speed, comprehension, and vocabulary are analyzed.
121. TECHNIQUES FOR EFFECTIVE STUDY (2)
A highly accelerated course in effective reading and study techniques designed to acquaint the student with proven methods for successful study.

SPEECH

111. **FUNDAMENTALS OF SPEECH (3)**
A beginner's course in basic principles of speech directed toward the establishment of habits of good speech.
112. **PUBLIC SPEAKING (3)**
A course in platform theory and practice for those who wish to develop fundamental skill in direct public address.
211. **ACTING AND PLAY PRODUCTION (3)**
This course is planned to meet the needs of the amateur producer in school and community. Fundamental principles of acting are included; such as training in voice, pantomime, and impersonations. Practical knowledge is given of stagecraft, scene-building, scene-painting, lighting, costuming, and make-up. Prerequisite: Speech 111-112, or consent of instructor.
212. **ACTING AND PLAY PRODUCTION (3)**
A continuation of Speech 211.

FOREIGN LANGUAGES**French**

111. **ELEMENTARY FRENCH (3)**
A course for beginners which includes a study of the essentials of French grammar, vocabulary building through readings from elementary texts, and class drill in pronunciation and conversation.
112. **ELEMENTARY FRENCH (3)**
Prerequisite: French 111 or one year of high school French. A continuation of French 111 with added emphasis on reading and basic vocabulary building.
211. **INTERMEDIATE FRENCH (3)**
Prerequisite: French 111 and 112 or two years of high school French. A review of French gram-

mar, graded readings from novels, dictation, and a study of French phonetics.

212. INTERMEDIATE FRENCH (3)

Prerequisite: French 111, 112, and 211 or three years of high school French. A continuation of French 211 with emphasis on French culture and thought through selected readings from a number of the more prominent French authors.

German

111. ELEMENTARY GERMAN (3)

A course for beginners, with careful drill in pronunciation and sentence structure. Some easy reading, including selections from the Bible in German.

112. ELEMENTARY GERMAN (3)

A continuation of German 111.

211. INTERMEDIATE GERMAN (3)

Grammar review. The reading of German stories, plays, and the memorizing of some German poems. The use of longer selections from the Bible.

212. INTERMEDIATE GERMAN (3)

A continuation of German 211, with more conversation.

Spanish

111. ELEMENTARY SPANISH (3)

A course for beginners which includes a study of the essentials of Spanish grammar, vocabulary building through readings from elementary texts, and class drill in pronunciation and conversation.

112. ELEMENTARY SPANISH (3)

Prerequisite: Spanish 111 or one year of high school Spanish. A continuation of Spanish 111 with added emphasis on reading and basic vocabulary building.

211. INTERMEDIATE SPANISH (3)
Prerequisite: Spanish 111 and 112 or two years of high school Spanish. A review of Spanish grammar, graded readings, and word study.
212. INTERMEDIATE SPANISH (3)
Prerequisite: Spanish 111, 112 and 211 or three years of high school Spanish. A continuation of Spanish 211 with increased readings from Spanish and/or Spanish-American authors.

**Department V. NATURAL SCIENCES
AND MATHEMATICS**

BIOLOGY

111. GENERAL BIOLOGY (4)
Laboratory practice two hours a week, lecture three hours. A study of plants and animals. Emphasis on morphology, physiology, and classification of plants and animals.
112. GENERAL BIOLOGY (4)
Laboratory practice two hours a week, lecture three hours. A continued study of plants, and animals. Special attention to organs, systems, and their functions. A study of biological principles and theories included.

CHEMISTRY

111. GENERAL CHEMISTRY (4)
Fundamental principles of chemical reactions and their equations; chiefly the non-metals. Two lectures, one recitation and one laboratory period each week.
112. GENERAL CHEMISTRY (4)
A continuation of chemistry 111. The last twelve weeks are devoted to qualitative analysis.

PHYSICS

111. INTRODUCTORY PHYSICS (3)
Two hour's lecture, one laboratory period. A

survey of the field of physics and its relation to other fields of knowledge, followed by a study of the natural laws involved in physical phenomena. Natural laws are fully demonstrated by experiments and numerous applications are taken from everyday experiences.

112. INTRODUCTORY PHYSICS (3)

Two hour's lecture, one laboratory period. A continuation of introductory physics with a further study of the natural laws of the physical universe. Special attention is given to fields of sound and light.

PHYSICAL EDUCATION AND HEALTH

101. INTRODUCTION TO PHYSICAL EDUCATION (2)

It is the aim of this course to acquaint the student with the history, development, aims, objectives, and principles of physical education.

102. PERSONAL AND COMMUNITY HYGIENE (2)

This course contains material of health as related to the whole community, such as sanitation of the water supply, occupational health hazards, food control, health agencies and their work, and a study of most major communicable and infectious diseases.

Personal hygiene includes the general study of the body organs, systems and functions; however, it is primarily a study of those habits and practices which result in bouyant personal health. Hygiene is the art of living healthfully.

1-2. ELEMENTARY PHYSICAL EDUCATION (1)

Instruction in the techniques of play in a large number of group and individual sports.

MATHEMATICS

111. INTRODUCTION TO COLLEGE ALGEBRA (3)

Elementary topics, factoring, fractions, rectangular coordinates and graphs, exponents, radicals, linear equations, quadratics and functions.

112. COLLEGE ALGEBRA (3)
Prerequisites: Math III or two years of high school algebra. Ratio, proportion, progressions, binominal theorem, theory of equations, functions and variables, inequalities, partial fractions, and determinants.
121. PLANE TRIGONOMETRY (3)
Functions of angles, formulas, identities, solution of right and oblique triangles.
141. BASIC MATHEMATICS (3)
This course consists of a review of addition, subtraction, multiplication, division, fractions, aliquot parts, and percentage. Other common business topics as pay rolls, trade and cash discount, profit and loss, marked price and commission and brokerage are studied.

Department VI. RELIGION AND CHRISTIAN EDUCATION

RELIGION

101. OLD TESTAMENT SURVEY (2)
A study of the development of the Old Testament, its translations, and historical background. Particular emphasis will be laid upon the main themes of the various books and their spiritual and devotional value to our own day.
102. OLD TESTAMENT SURVEY (2)
A continuation of Religion 101 with some attention to Jewish history in the period between the Testaments down to the birth of Christ.
201. NEW TESTAMENT SURVEY (2)
A study of the development of the Gospels, with attention given to the life and teachings of Jesus Christ.
202. NEW TESTAMENT SURVEY (2)
Begins with a study of the book of Acts and continues through Revelation. Special attention is given to the early developmental period of the Christian Church.

Department VII. SOCIAL SCIENCES**ECONOMICS**

211. **PRINCIPLES OF ECONOMICS (3)**
A study of the principles and problems associated with the production, exchange, and use of wealth.
212. **PRINCIPLES OF ECONOMICS (3)**
A continuation of Economics 211.

GEOGRAPHY

211. **INTRODUCTION TO GEOGRAPHY (3)**
The aim of this course is to explain why man has settled the earth in the way it is settled, what makes one particular region of the world different from the others, and what things the various regions of the world have in common. Consideration is given to all the important vegetation areas of the world.
212. **ECONOMIC GEOGRAPHY (3)**
Prerequisite: Geography 211. Economic geography deals with the occupations of hunting, fishing, grazing, forest industries, mining, agriculture, manufacturing, transportation, and trade.

HISTORY

111. **SURVEY OF CIVILIZATION (3)**
(PRELITERARY TIME—1500) A general survey course of the economic, religious, cultural, and political background of civilization. Emphasis is placed upon major movements and institutions in order to give the student a background for other studies and for the interpretation of the rapidly changing world conditions.
112. **SURVEY OF CIVILIZATION (3)**
(1500—PRESENT) A continuation of History 111.

211. **AMERICAN HISTORY (3)**
A history of American people and their relationship to the world, with special emphasis upon the United States and its development down to the Civil War.
212. **AMERICAN HISTORY (3)**
A continuation of History 211, from the Civil War down to the present time.

POLITICAL SCIENCE

211. **AMERICAN GOVERNMENT (3)**
A consideration of government in the United States at all levels—national, state, and local.
212. **AMERICAN GOVERNMENT (3)**
A continuation of Political Science 211.

SOCIOLOGY

211. **GENERAL SOCIOLOGY (3)**
Introduces the student to the sociological concepts, including the history and development of culture and the organization of modern society.
212. **SOCIAL PROBLEMS (3)**
Deals with personality and society disorganizations, including juvenile delinquency, poverty, feeble-mindedness and abnormality.
220. **MARRIAGE AND THE FAMILY (3)**
This course is primarily for single students. It discusses the functions of the family as an institution, the selection of marriage partners, the roles of members of the family, and studies the problems of marriage and family life.
230. **SOCIAL PSYCHOLOGY (3)**
A survey of factors which underlie the processes of socialization. Special emphasis is placed on personality development and adjustment.

Home Study Department

Lee College is God's school for God's business and the Correspondence Department is a cog in that great wheel of progress. This school is dedicated to the task of helping prepare young people for the best possible life service.

Many of our church people—maybe you are one—find themselves in situations that make it impossible for them to attend school for three full terms. Yet, they long to study and better prepare themselves for Sunday School teachers, Y.P.E. leaders, and so forth. We have kept you continually in mind as we have planned this course of home study.

CHRISTIAN EDUCATION DIRECTOR'S CORRESPONDENCE COURSE

This course is offered at the request of the National Sunday School and Youth Department of the Church of God, with the intent to help meet the need for trained workers for this very important field of service. There is a constantly growing demand for those who can direct the whole program of Christian Education in the church.

We believe that the very future of the Pentecostal movement is greatly dependent upon the educational program of the church. Our youth must be trained to work more efficiently than we have been able to do, if they meet the challenge of EVANGELISM which is the church's great commission for a "TIME LIKE THIS."

The need for dedicated, trained youth is urgent! If you feel that you are not fully utilizing all of your potentials for God, this is your opportunity to step out and train yourself for a position of greater responsibility and usefulness to the church. Since this is a correspondence course and can be done, for the most part in your own home, you can continue your present min-

istry until you have finished the course and are ready to take up your new duties as a Christian Education Director.

16 hours a year for 3 years—48 hours
 5 hours a summer for 3 summers—15 hours
 Total 63 hours

Price: \$60.00 a semester—payable by \$20.00 down and \$10.00 a month for four months.
 Summer tuition will be \$30.00. It will last four weeks.

The price of books will be extra and should be paid at the time of registration.

FIRST YEAR

First Semester (September, 1960)

Introduction to Christian Education	2 hours
The Christian Education Director	3 hours
Bible Survey	3 hours
Total	8 hours

Second Semester (January, 1961)

Life and Teachings of Christ	3 hours
Christian Education of Children	3 hours
Leadership Training	2 hours
Total	8 hours

Summer (July, 1961)

Sunday School Administration I	2 hours
Developing Youth Programs	2 hours
Bible Study (inspirational lectures by outstanding Bible teachers)	1 hour
Total	5 hours

SECOND YEAR

First Semester (September, 1961)

History of the New Testament Church	3 hours
Christian Education of Youth	3 hours
The Laws of Teaching (Benson)	2 hours
Total	8 hours

Second Semester (January, 1962)

Vacation Bible School	2 hours
History of the Church of God (Conn)	3 hours
Christian Education of Adults	3 hours
Total	8 hours

Summer (July, 1962)

Sunday School Administration II	2 hours
Audio Visual Education	2 hours
Bible Study (lectures)	1 hour
Total	5 hours

THIRD YEAR**First Semester (September, 1962)**

Church Polity (Gause)	2 hours
Child and Youth Evangelism	3 hours
Child Development	3 hours
Total	8 hours

Second Semester (January, 1963)

Introduction to Counseling	3 hours
Philosophy of Christian Education	2 hours
Music in Christian Education	3 hours
Total	8 hours

Summer (July, 1963)

Counseling	2 hours
Developing the Christian Education Program	2 hours
Bible Study (lectures)	1 hour
Total	5 hours

There will be graduation exercises at the close of the third summer.

Write for registration blanks and information to:

**Lee College Correspondence Department
Cleveland, Tenn.**

The courses offered will give you basic knowledge of the Bible and related subjects, laying a foundation for successful church work. We are offering one full year's work in the Religious Education Department by this easy "Home Study Method." The subjects offered will include:

		College Credit
The Life of Christ	3 hours	2 hours
Old Testament Narrative	6 hours	
Life of Paul	2 hours	2 hours
Christian Ethics	3 hours	
Mission Methods	3 hours	2 hours
Personal Evangelism	3 hours	2 hours
Prophets	3 hours	2 hours
Vacation Bible School	3 hours	2 hours

(Other subjects will be added later as demands increase.)

In these courses we will be using the same textbooks that are used in the classrooms in the school, and the same hours credit will be given. The student will be guided closely in his study by chapter tests which will be graded and returned, along with suggestions and comments. A final examination on each book will be given in order to establish proper credit.

The price for each course will be \$5.00 per semester hour of credit, or \$15.00 for a three-hour course or \$30.00 for a six-hour course. (The college credit is paid for on the 3-hour basis, also.) This does not include the price of the textbooks and other supplies that may be necessary.

You will never find a better, easier, or cheaper way to do the studying that you have been wanting to do! So enroll now. God's business requires haste with thoroughness, for the night is soon coming when no man can work. Act today and be prepared for the open door that may face you tomorrow.

When these courses are completed you will have twenty-six hours of work done and credits established. You can establish twelve hours of college credits. Two years of resident work, then, will give you a diploma from the three-year Religious Education Department of Lee College! You can't afford to miss it. Send today for your application blank.

The courses available now are: (There will be others added later.)

OLD TESTAMENT NARRATIVE—6 hours credit
(two three-hour courses)

Prerequisite to all other Old Testament studies.

The historical narrative of the first seventeen books, Genesis through Esther.

Requirements: A good reference Bible, a Bible dictionary and our textbook **Old Testament Notes**.

Price of the first book **The Pentateuch**, is \$1.60; the second book, **The Historical Books** is \$2.95.

CHRISTIAN ETHICS—3 hours credit

A Biblical basis for Christian behavior. Many troublesome questions are answered.

Requirements: The textbook **Basic Questions About Christian Behavior** and a common scrapbook. Price for the book is \$1.50.

MISSION METHODS—3 hours credit

Bible Basis of Missions is the text used for this three-hour course. Every Christian will find his place in God's plan for the Church through a prayerful study of this book.

Requirements: Textbook **Bible Basis of Missions**. Price \$2.50.

LIFE OF PAUL—2 hours credit

A foundation for the study of the Pauline Epistles. Ten wonderful chapters on the man, Paul.

Requirements: Textbook **Life of Saint Paul**. Price \$1.25.

PERSONAL EVANGELISM—3 hours credit

A systematic course in Scripture memorizing.

Requirements: Textbook **Personal Soul-Winning**. Price \$2.25. Memory notebooks.

VACATION BIBLE SCHOOL—3 hours credit

The history and importance of the V.B.S. with a study of how to organize and conduct it, from the first plans through the closing exercises. Suggested material.

Requirements: Textbook **The Vacation Bible School Guide**.

Price 50c.

A certificate will be awarded.

PROPHETS—3 hours credit.

A study of the Minor Prophets.

Textbook **The Twelve Minor Prophets.**

Price \$2.50.

THE LIFE OF CHRIST—3 hours credit

The study of the Gospels with special emphasis on the life and teachings of Christ. It is prepared for church and youth leaders as well as for every Christian. There are ten tests which could easily be completed in ten weeks of study.

Requirements: Textbook **The Life and Teachings of Christ.** Price \$1.50.

AVIS SWIGER STUDENT LOAN FUND

The AVIS SWIGER STUDENT LOAN FUND was initiated at the 1958 Annual Assembly of the Lee College Alumni Association. The appropriation was named in honor of Mrs. Avis Swiger, instructor in the School of Religion, who completed twenty-five years of teaching at B.T.S. and Lee College at the end of the 1958-'59 school year.

The fund was established for the purpose of giving financial assistance to worthy but needy students who are in attendance at Lee College.

All donations of one hundred or more dollars will be listed in the school catalog as a permanent record. Additional donations by those already listed will be added annually to the amounts previously published. Below listed are the amounts given and the names of the individuals and organizations who have made donations of one hundred dollars or more as of April 1960:

Donald S. Aultman	\$125.00
L. H. Aultman	200.00
Charles Beach	100.00
R. L. Platt	131.00
C. R. Spain	100.00
Florida State Chapter	100.00
Georgia State Chapter, LCAA	100.00
Lee High School Seniors, 1959	250.00
Illinois State Chapter, LCAA	100.00
North Carolina State Chapter, LCAA	300.00
South Carolina State Chapter	100.00
James A. Stephens	100.00
Lee College Student Council (1957-1958)	171.02
Tennessee State Chapter	200.00

Total amount of all donations from all sources as of April, 1960: \$2,077.02.

FORM OF BEQUEST FOR LEE COLLEGE

Lee College is dependent on the support of its constituency for its support. The financial demands of an educational program are far more than can be realized through the tuition and fees charged by the school.

For this reason, Lee College earnestly solicits the interest of its friends in making contributions to its endowments, and other enterprises. All contributions whether large or small serve the purposes of the kingdom of God in serving the needs of the church's educational program.

Such gifts may be given in the lifetime of the donor or they may be included in the wills of individuals who would like to know that their material goods will be held in trust in order to serve the best interests of the kingdom of God after their passing. These bequests may be designated or undesignated. Following is a suggested form of bequest:

To James A. Cross, General Overseer of the Church of God, in trust for the use and benefit of Lee College, at Cleveland, Tennessee, I hereby give and bequeath the sum of _____ (or the following real or personal property).

CUT ON DOTTED LINE

LEE COLLEGE
Cleveland, Tennessee

Signed _____

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